



MARATHON COUNTY EXECUTIVE COMMITTEE

AGENDA

Date & Time of Meeting: **Tuesday, January 7, 2020, at 4:00 p.m.**

Meeting Location: Marathon County Courthouse Assembly Room –500 Forest Street, Wausau WI

Committee Members: Kurt Gibbs Chair; Craig McEwen, Vice-Chair; Matt Bootz; Sara Guild, Jacob Langenhahn, Allen Opall, John Robinson, E J Stark, Jeff Zriny

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)*

Executive Committee Mission Statement: *The Executive Committee of the Marathon County Board exists for the purpose of 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.*

- 1. Call Meeting to Order**
- 2. Public Comment**
- 3. Approval of the December 10, 2019, Executive Committee Meeting Minutes**
- 4. Policy Issues Discussion and Committee Determination**
 - A. Recap of 2019 Administrator's Work Plan
 - B. Input for the 2020 Administrator's Work Plan
 - C. Discussion on Membership to the Downsizing of the County Board and Recommendation to the Board
- 5. Operational Functions Required by Statute, Ordinance, or Resolution – None**
- 6. Educational Presentations/Outcome Monitoring Reports**
 - A. Update on the Administrator Recruitment
- 7. Next Meeting Date & Time, Location, Future Agenda Items**
 - Committee members are asked to bring ideas for future discussion and educational presentations for the County Board.
 - Next Meeting: Tuesday, February 11, 2020 at 4:00 p.m. in the Assembly Room
- 8. Announcements**
- 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 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

SIGNED /s/ Kurt Gibbs
Presiding Officer or Designee

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: M. Palmer
FAXED DATE: _____
FAXED TIME: _____

NOTICE POSTED AT COURTHOUSE
BY: M. Palmer
DATE: _____
TIME: _____



MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

Monday, December 10, 2019, 4:00 p.m.
Courthouse Assembly Room B-105, 500 Forest St, Wausau WI 54403

Attendance:	Present	Absent
Kurt Gibbs, Chair	X	
Craig McEwen, Vice-Chair	X	
Matt Bootz	X	
Sara Guild	X	
Jacob Langenhahn	X	
Allen Opall		EX
John Robinson	X	
E J Stark	X	
Jeff Zriny	X	

Also Present: Brad Karger, Lance Leonhard, Scott Corbett, Kim Trueblood, Becky Frisch, Jon Graveen, Keith Rusch, Dave Mack, Ben Bliven, Chad Billeb, Gerard Klein, Theresa Wetzsteon, Pam Steffen-Karls, Audrey Jensen, E. J. Stark, Brian Kowalski

1. Call Meeting to Order

Meeting was called to order by Chair Kurt Gibbs at 4:00 p.m.

2. Public Comment: None

3. Approval of the November 4, 2019, Minutes

MOTION BY ROBINSON, SECOND BY ZRINY, TO APPROVE THE NOVEMBER 4, 2019, EXECUTIVE COMMITTEE MEETING MINUTES. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination to the County Board for its Consideration

A. Appointment of an Interim County Administrator

Discussion:

Chair Gibbs provides an update to the Committee relative to the recruitment for the County Administrator position, including details regarding the posting and timeline. Based on the timeline for recruitment and the statutory responsibilities that are performed by the Administrator, Chair Gibbs requests that the Committee consider recommending that the Board appoint an Interim Administrator until the new Administrator is installed.

Action:

MOTION BY MCEWEN, SECOND BY LANGENHAHN, TO APPOINT DEPUTY ADMINISTRATOR LANCE LEONHARD AS THE INTERIM COUNTY ADMINISTRATOR BEGINNING ON DECEMBER 31, 2019, TO CONTINUE UNTIL SUCH TIME AS A THE COUNTY BOARD APPOINTS A COUNTY ADMINISTRATOR. MOTION CARRIED.

Follow through:

Appointment of Interim Administrator to be forwarded to the Board for consideration.

B. Charter for the Task Force on County Board Size

Discussion:

Chair Gibbs briefly reviews each of the respective aspects of the draft charter included in the meeting packet, providing additional explanation of the nature of the duties of the task force and the makeup of the taskforce. Members discuss the draft charter and offer feedback.

Consensus amongst members is that it is important to seek information from counties that have

gone through the downsizing process and inquire whether the smaller body has resulted in improved governance.

Members express the importance of having balanced representation from rural and urban communities. In the interest of achieving that goal, standing committee chairs are encouraged to reach out to their committee members to inquire whether any members would be interested in serving on the task force.

Based on the committee discussion, Chair Gibbs notes that the reference to September 1, 2020, should be modified to reflect July 30, 2020, prior to the charter being forwarded to the full board.

Action:

MOTION BY BOOTZ, SECOND BY GUILD TO FORWARD THE TASK FORCE CHARTER TO THE COUNTY BOARD. MOTION CARRIED.

Follow through:

Charter to be moved forward to the Board and members of the Executive Committee are encouraged to discuss the taskforce and inquire whether any members would be interested in serving.

C. Feedback on the 2020 Budget Process

1. Suggestions for Improvement

Discussion:

Administrator Karger begins the conversation by explaining that the intent of the conversation is to improve the 2021 budget generation and discussion process.

Members express a desire to adopt a “system budgeting” approach, whereby we better recognize that the budgets in some departments are significantly impacted by the actions in other departments.

Members express interest in a budgeting system that allows for the sharing of revenues realized in one department that are generated by the efforts of other departments.

Members also express a desire to develop a strategy to increase ownership of the budget by the county board, as the budget is the more important policy document generated by the board. Members specifically reference the fact that the county previously would conduct a special budget meeting, but that the process was ended due to consistently poor meeting attendance.

One member references the need to examine the education of new members on the importance of the budget and the budget process. Consensus emerges that enhanced budget education for the entire board would be beneficial.

Action:

No action taken.

Follow through:

None necessary.

D. Rules Review Update: Discussion of Standing Committee Meeting Scheduling

Discussion:

Rules Review Chair McEwen explains that the Rules Review Committee has been considering a rule providing for a standard schedule of County Board Standing Committees. Specifically, McEwen explains that the proposed rule generally provides for five standing committee (Environmental Resources; Extension, Education & Economic Development; Public Safety; Infrastructure; and Health & Human Services) to be held on Tuesday, Wednesday, and Thursday during the first week of the month. Human Resources, Finance and Property and the Executive Committee would meet on Tuesday and Thursday of the following week, while the County Board Educational meeting would generally take place on the third Thursday and the County Board voting meeting would occur on the following Tuesday.

McEwen and Deputy Administrator Leonhard explain that the rule change is offered to address several issues. First, the rule is meant to ensure that county board members have sufficient time

between standing committee action and consideration by the Board. Second, the rule is meant to reduce the need to frequently amend meeting agendas or packets. Finally, the rule should allow newly elected board members to request standing committee appointments that are more conducive to their schedules.

Action:

No action taken.

Follow through:

None at this time.

5. Operational Functions Required by Statute, Ordinance, or Resolution - None

6. Educational Presentations/Outcome Monitoring Reports

A. Public Safety Concerns Related to New Land Records Software

Discussion:

This item is discussed out-of-order, immediately after the approval of the minutes, without objection, based on the members of the public and staff present to speak to it.

District Attorney Theresa Wetzsteon addresses the Committee, explaining the nature of work her office performs to protect the disclosure of information of victims of crime and requests that the Committee consider how those efforts are negatively impacted by the proposed search.

Wausau Police Department Chief Ben Bliven addresses the Committee, echoing the concerns offered by District Attorney Wetzsteon. Bliven also offers concerns that the searchable database may negatively impact law enforcement officers and other public officials.

Committee members ask questions of District Attorney Wetzsteon, Marathon County Sheriff's Office Chief Deputy Chad Billeb, Marathon County CPZ Director Rebecca Frisch, and CCITC Director Gerard Klein, including the potential routes to create an "individual opt-out" option for individuals to not have their property searchable by name. Members discuss the opposing viewpoints on whether the online database should be searchable by-name and what should be the next steps.

Follow through:

No follow through needed. The ultimate decision of how to proceed is left to the Administrator.

B. Strategic Plan Update

Discussion:

Chair McEwen explains that he has continued to visit with each of the Standing Committees to discuss each committee's work in furtherance of the 2018-2022 Strategic Plan Objectives. McEwen encourages committees to continue to reference the Strategic Plan and Comprehensive Plan in their ongoing work and explains that the intent is to release a strategic plan update document to the board and public.

Chair Gibbs requests that each of the Standing Committee Chairs consider reporting to the full County Board on the progress made under the Strategic Plan.

Follow through:

No follow through needed.

C. Broadband Report Update

Discussion:

Robinson explains that report from the vendor selected to complete the feasibility study, Design Nine, will be complete this week. Robinson indicates that the report will be disseminated to the full board on December 17; however, the presentation from Design Nine will not occur until January 16.

Robinson explains that the delay is intentional to allow members to have sufficient time to adequately review the document, which is in excess of 140 pages.

Follow through:

No follow through needed.

7. Next Meeting Time, Location, Agenda Items and Reports to the County Board

- Committee members are asked to bring ideas for future discussion and educational presentations for the County Board
- Next regular meeting: Tuesday, January 7, 2020 at 4:00 p.m. in the Assembly Room

8. Announcements:

9. Adjournment

There being no further business to discuss, **MOTION BY ROBINSON; SECOND BY LANGENHAHN, TO ADJOURN THE MEETING. MOTION CARRIED.** Committee adjourned at 5:44p.m.

Respectfully submitted by,
Lance Leonhard, prepared on December 10, 2019.




COUNTY ADMINISTRATION 2019 WORK PLAN


December 30, 2019

EXTENSION, EDUCATION AND ECONOMIC DEVELOPMENT

Activity	What We have Already Done	Outcomes	Time Line	Progress	Progress
<p>1. Evaluate the pool and fieldhouse at UWSP-Wausau to determine their relevance going forward with new educational models including more online and non-traditional students.</p>	<ul style="list-style-type: none"> ▪ Identified the need to challenge prior spending patterns. ▪ The County Board has been presented with capital improvement projects for the UWSP-Wausau pool and fieldhouse. 	<ul style="list-style-type: none"> ▪ Determine the benefit of the recreational facilities where many of the future students will be online and/or non-traditional. ▪ Position the school facilities to match future needs. ▪ 1970 agreement with UW is updated to clarify roles, goals, decision-making authority and financial responsibilities. 	<ul style="list-style-type: none"> ▪ Report presented to the EEECD Committee by 4-1-2019. ▪ Decision made by the County Board on the immediate capital request by 7-1-2019. 		<ul style="list-style-type: none"> • Extension, Education and Economic Development Committee toured the facility. • EEECD decided that both the pool and field house need to be retained to keep UWSP-Wausau vital. • Parks Department is tasked with opening the pool to public use. • All previously approved capital improvements involving the pool and fieldhouse are underway.
<p>2. Expand Broadband Access in Marathon County with an emphasis on business development and the currently underserved rural</p>	<ul style="list-style-type: none"> ▪ Hired a part-time UWEX Educator to focus almost exclusively on broadband expansion. ▪ Conducted a focus group which 	<ul style="list-style-type: none"> ▪ EEEED Standing Committee prepares policy recommendation for the County Board which clarifies: <ul style="list-style-type: none"> – A process for determining priority areas for expansion. 	<ul style="list-style-type: none"> ▪ The EEECD Standing Committee presents its policy recommendation to the County Board by the board's October meeting. 		<ul style="list-style-type: none"> • RFP Conducted and Vendor Selected to Conduct a Broadband Study is completed. • Design Nine of Blacksburg, VA selected. • Community meetings


areas.	confirmed the importance of broadband expansion to business expansion and the ability of employers to retain talent.	<ul style="list-style-type: none"> - The extent to which the County is willing to incentivize/ subsidize a private provider. 	<ul style="list-style-type: none"> ▪ County Board considers and adopts a broadband expansion policy by its December meeting. 		<p>were conducted to evaluate assets and demand.</p> <ul style="list-style-type: none"> • Final recommendations expected to include a fiber ring around Marathon County. • Substantial increase in the State Budget for broadband grants. • Final report expected prior to the end of the calendar year.
3. Work with the UW Officials to increase the student population at the Wausau Campus	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 		<ul style="list-style-type: none"> • Participated in orientation days for Wausau Middle School Students. • Promoted UWSP-Wausau in Wisc. Central Time eNews. • Working with school executive to update the physical surroundings. • Student housing is an impediment to progress.

ENVIRONMENTAL RESOURCES



4. Implement a Marathon County POWTS Loan Fund to mirror the benefits and requirements of the State Wisconsin Fund.	<ul style="list-style-type: none"> ▪ Set aside funds from the Environmental Impact Fund for this purpose. ▪ Preliminary talks with MCDEVCO about administering the fund. 	<ul style="list-style-type: none"> ▪ Seamless continuation of the benefits of the Wisconsin Fund after the State fund is no longer funded. 	<ul style="list-style-type: none"> ▪ Residents experience no delay or loss of benefit during the transition from a State plan to a County plan. 		<ul style="list-style-type: none"> • The State Wisconsin Fund ends at the end of 2019. • Our administrative plans and the funding is in place for a seamless transition to a County program.
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EXECUTIVE COMMITTEE



Activity	What We have Already Done	Outcomes	Time Line		Progress
5. Oversee the Standing Committee Review of Programs in their Sphere of Influence.	<ul style="list-style-type: none"> Committed ourselves to looking for areas where we could live with less county funding or more outside revenue. 	<ul style="list-style-type: none"> Each Standing Committee comes up with something, even if it is small, that they think we could do less of or generate more outside revenue for in 2020. 	<ul style="list-style-type: none"> Ready for the 2020 budget. 		<ul style="list-style-type: none"> Suggestion of a Cost Recovery Policy is supported by the executive Committee and Public Safety Committee.




HEALTH AND HUMAN SERVICES

Activity	What We have Already Done	Outcomes	Time Line		Progress
6. Renovate the NCHC Campus	<ul style="list-style-type: none"> Conceptualized a campus renovation that can cash flow. Borrowed money for the renovation. Engaged an architectural firm to design the renovation. 	<ul style="list-style-type: none"> Design completed by 10-31-2019. 	<ul style="list-style-type: none"> Construction on the main areas ready to start early in the year 2020. 		<ul style="list-style-type: none"> .Neighborhood concerns addressed. FAA height restrictions resolved. City permits in place. Design is underway.
7. Construct a New Aquatic Therapy Pool	<ul style="list-style-type: none"> Nearly set a world record for time we talked about the need for a new pool and how the cost should be shared. Raised private money to fund half the project cost. 	<ul style="list-style-type: none"> Vast majority of the people and organizations who funded the project are satisfied, if not delighted, by the new facility. 	<ul style="list-style-type: none"> Aquatic therapy pool opens by 12-31-2019 with a Grand Opening 		<ul style="list-style-type: none"> Groundbreaking ceremony is on August 5. Pool users seem to love the design!



8. Investigate Appropriateness of Developing a Workplace Naloxone Use Program	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ Zero deaths of employees or citizens in County workplaces. 	<ul style="list-style-type: none"> ▪ 		
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HUMAN RESOURCES, FINANCE AND PROPERTY

Activity	What We have Already Done	Outcomes	Time Line		Progress
9. Create a long term facilities plan.	<ul style="list-style-type: none"> ▪ Started the renovation of NCHC. ▪ Seem to have reached consensus that an expanded jail facility is needed. ▪ Have identified an opportunity and need to move the Highway and Parks Shops. 	<ul style="list-style-type: none"> ▪ Policy-makers prioritize projects and align around a time line for addressing each. 	<ul style="list-style-type: none"> ▪ Presented to the County Board as part of the 2020 budget message. 		Plan is underway. Here are some highlights: <ul style="list-style-type: none"> • NCHC Campus Renovation, \$73,000,000 (19-22) • Forensic Science Center, \$3,100,000 (21-23) • Highway and Parks Shop, \$37,100,000 (23-28) • Jail and Courthouse, \$100,000,000(24-29)
10. Develop a policy for funding Capital Improvements.	<ul style="list-style-type: none"> ▪ Utilized a funding plan that relied primarily on unspent funds from a prior year to fund capital projects. ▪ Just recently started borrowing for capital projects. 	<ul style="list-style-type: none"> ▪ Stable funding policy that meets the county's needs. ▪ Amount of debt incurred is within arrange the County Board finds acceptable. 	<ul style="list-style-type: none"> ▪ Policy in place for the 2020 budget. 		
11. Develop A Compensation Policy for Advancing Top Performers	<ul style="list-style-type: none"> ▪ Dept. Heads and the CWA Board have expressed frustration with underfunding of 	<ul style="list-style-type: none"> ▪ An affordable plan which rewards top performers under the mid-point of their salary 	<ul style="list-style-type: none"> ▪ Better job satisfaction and better retention of top performers. 		<ul style="list-style-type: none"> • Proposed a policy change that might group the Airport Manager and the





Quickly to Mid-Point	the performance-based pay plan	range.			Library Director with the other department heads for determining pay increases. <ul style="list-style-type: none"> Funds for top performers will be set aside in the 2020 budget.
12. Create a funding plan for non-profits currently funded by the County.	<ul style="list-style-type: none"> The issue was flagged in the 2019 budget. County Board Members have discussed this issue for 20+ years. 	<ul style="list-style-type: none"> The County Board has a full understanding of how the current allocations are used and what will be lost if reductions are implemented. A County Board adopted set of criteria is applied when evaluating funding requests from non-profits. Status quo no longer accepted as the basis for continued funding. 	<ul style="list-style-type: none"> New process for determining funding for non-profits is incorporated into the 2020 budget. 		<ul style="list-style-type: none"> Non-Profit Funding Requests Ranked (Most in Q4, two in Q3) New Requests for Funding Non-Profits Approved or Being Considered by Standing Committees: <ul style="list-style-type: none"> Civil Court Mediation \$15,000 Homeless Teen Shelter (KATS)\$50,000 Literacy Education (McLit) \$45,000
13. Conduct educational reports for the County Board on financial issues and concepts before the budget is presented in November.	<ul style="list-style-type: none"> We have talked about the need/opportunity to close the gap among County Board Members in understanding the financial decisions/issues that confront the County. 	<ul style="list-style-type: none"> All County Board Members have sufficient understanding of financial concepts, terms and our current financial position to discuss the budget at a high level. 	<ul style="list-style-type: none"> Financial literacy education is completed prior to the November budget discussion. 		

INFRASTRUCTURE

Activity	What We have Already Done	Outcomes	Time Line		Progress
14. Expand Broadband to communities and neighborhoods currently underserved	<ul style="list-style-type: none"> ▪ Hired part-time UWEX Educator to coordinate broadband expansion. ▪ The focus of this work is more on answering the “how” than the “what” question. 	<ul style="list-style-type: none"> ▪ Broadband expansion infrastructure is incorporated into the long term road and bridge plan. 	<ul style="list-style-type: none"> ▪ Plan ready for adoption by year end, December County Board Meeting. 		See item\ #2 above.
15. Develop a long term plan for road and bridge reconstruction.	<ul style="list-style-type: none"> ▪ The Infrastructure Committee has a plan which is not well known or understood by the full County Board. 	<ul style="list-style-type: none"> ▪ An updated plan might take into account changes in technology, agriculture, and supports needed for all kinds of digital technology. 	<ul style="list-style-type: none"> ▪ The plan is ready for presentation at the County Board’s December meeting. 		<ul style="list-style-type: none"> • Demand for all season road grows. • Demand for roads designed to accommodate bicycles grows. • Increased costs and new demands seem to require that road usage be added to the formula for determining road upgrades.

PUBLIC SAFETY

Activity	What We have Already Done	Outcomes	Time Line		Progress
16. Complete Implementation of Uniform Addressing	<ul style="list-style-type: none"> ▪ 2/3 of the implementation is done. ▪ In litigation with the Town of Rib Mountain 	<ul style="list-style-type: none"> ▪ Excellent communication with impacted residents. 	<ul style="list-style-type: none"> ▪ Implementation fully completed by 9-1-2019. 		<ul style="list-style-type: none"> • Almost all communities complete with the exception of Rib Mountain. • In light of Supreme

	over the County's authority to impose uniform addressing.				<p>Court ruling we are going ahead with Rib Mountain.</p> <ul style="list-style-type: none"> All addresses in Rib Mountain will use flag style sign placed adjacent to the roadway.
17. Raise Revenues at the Shelter Detention Facility	<ul style="list-style-type: none"> Evaluated the financial performance of the facility and found an opportunity to increase revenues. Made opening another police channel contingent on the new revenues raised. 	<ul style="list-style-type: none"> The facility fills 16 beds out of its 20 bed capacity. 13 from other counties. The cost per child should be the same or less for Marathon County kids as it is for kids from other counties. 	<ul style="list-style-type: none"> Ready in time for the 2020 budget. 		<ul style="list-style-type: none"> Public Safety Committee approved an increase in fees. Overall, the revenue situation has not improved. Consideration of facility closure is complicated by the possibility of 17 year olds being returned to the juvenile justice system.
18. Open an Additional Police Communications Channel	<ul style="list-style-type: none"> Committed ourselves to opening another police channel with new revenues generated by Secure Detention or savings generated by closing Secure Detention. Need has been established. 	<ul style="list-style-type: none"> Police communications operate to enhance officer and public safety. 	<ul style="list-style-type: none"> Fully implemented during the 2019 budget year. 		<ul style="list-style-type: none"> Sufficient savings in out-of-county jail inmates to support the hiring of two dispatchers in 2019. Plan to fund four more dispatcher positions in the 2020 budget.
19. Create partnerships to fund facility costs of a new Regional Morgue and to share the operation cost risk.	<ul style="list-style-type: none"> Started a feasibility study. Learned that the Regional Morgue can cover its operational costs but not its capital costs. Recently learned that 	<ul style="list-style-type: none"> Special Task Force adopts a business plan for the Public Safety Committee and County Board to consider that includes partnerships that share the capital costs and the risk that 	<ul style="list-style-type: none"> The County Board determines whether we are going to go forward with the Task Force's plan by their October meeting. 		<ul style="list-style-type: none"> Plans and financial projections seem to indicate that facility can generate sufficient revenue to support operational costs. Meetings with health care providers,

	its primary facility cost estimates were too high if we remodel the area that previously housed the aquatic therapy pool.	operational costs exceed projections or that revenue do not meet projections.			medical school and foundations, looking for ideas to fund the capital investments needed.
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