



# MARATHON COUNTY EXECUTIVE COMMITTEE

## AGENDA

Date & Time of Meeting: **Tuesday, October 8, 2019, 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 August 27, and September 3, 2019 Executive Committee Meeting Minutes**
- 4. Policy Issues Discussion and Committee Determination**
  - A. Additional Discussion and Possible Action Recommendation to Downsize the County Board for 2022 after the 2020 Census and Redistricting
  - B. Recommendation to the Board on the Two Supervisor District Vacancies
  - C. Searching Land Records by Property Owner
- 5. Operational Functions Required by Statute, Ordinance, or Resolution – None**
- 6. Educational Presentations/Outcome Monitoring Reports**
  - A. Update on Progress of Strategic Plan
  - B. Update on Repair of Jail Structure
  - C. Update on the 2020 Budget
- 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, November 5, 2019 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](mailto: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

Tuesday, September 3, 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		EX
Sara Guild	X	
Jacob Langenhahn	X	
Allen Opall	X	
John Robinson	X	
E J Stark	X	
Jeff Zriny	X	

**Also Present:** Brad Karger, Lance Leonhard, Scott Corbett, Dave Mack, Becky Frisch, Andy Faust, Jeff Johnson, Media, Mary Palmer

### 1. Call Meeting to Order

Meeting was called to order by Chair Kurt Gibbs at 4:07 p.m.

### 2. Public Comment: None

### 3. Approval of the August 13, 2019, Minutes

**MOTION BY ZRINY; SECOND BY MCEWEN TO APPROVE THE AUGUST 13, 2019, EXECUTIVE COMMITTEE MINUTES. MOTION CARRIED.**

**Corrected Motion for 8/13 Minutes Agenda item 4C**

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

A. Request from Supervisor Bootz Discuss the Downsize of the County Board

#### **Discussion:**

This agenda item was postponed to the end of the meeting.

Information on redistricting and census are in the packet. Conservation, Planning and Zoning (CPZ) are involved with the technical side. The data is used in many ways and for redistricting. Marathon County Board Supervisory Districts are based on the census. Andy Faust from the North Central Wisconsin Regional Planning Commission gave a presentation. CPZ will be requesting that NCRPC to do the mapping for us without any additional costs. After the 2020 census, redistricting will take place whether we downsize or not.

In 2021 the County will receive the numbers from US census (3/31/21)

The County has 60 days to make a tentative supervisory district plan to each municipality

Then another 60 days to have a public hearing and finalize plan

These are the step that will be taken:

- form redistricting committee
- determine the number of districts
- work with citizens and municipalities
- create a tentative plan to submit to municipalities
- hold a public meeting

- present plan to county board

Right now our target population is 3,500 people per supervisor – there is a deviation allowance and you can only do plus or minus 10%.

In 2020 there will be a new board and it will affect that board. You are in a more neutral position now to make the decision.

As a county, we may want to set up a location to assist with online census forms.

**Action:**

No action was taken.

**Follow through:**

None needed at this time.

B. Recruitment of the County Administrator Position and Role of the Executive Committee in Identifying a Candidate to Bring Before the County Board for Confirmation

**Discussion:**

Before the discussion began, Administrator Karger reminded the committee that the five final candidate's resumes may be available to the public. He also reminded them not to make any comments on any of the candidates.

The Task Force will spell out job duties that you want administrator to use and utilize that information before a recruitment is done

Current job duties has 10% of administrator's time for legislative issues. How do you rank this as part of administrator's performance to have a relationship with legislators? Have involvement of time and issues with legislators kept on the work plan.

The interview and selection process could look something like this:

1. Were the minimum qualifications met?
2. How should the Task Force do the screening process?
3. The Task Force should bring 5 candidates they feel are best

The Task Force will do the initial screening and the Executive Committee will do the final interview of the top five candidate.

Jake Arrived 4:34

Initial screening will be done by Frank Matel (staff support non-voting), 6 members comprised of two Department Heads (can be elected), 2 non-task force County Board Members, and two 2 citizens – plus the County Board chair.

It would be helpful if the citizen members have a Human Resource back ground. Possible candidates were John Krueger or Kathy Drengler from Greenheck.

**Action:**

No action was taken.

**Follow through:**

Kurt will bring back recommendations.

C. Progress Report on Jail Repairs

**Discussion:**

The repairs on the jail are underway. Nothing new to report today. Unless something unforeseen comes up we should be good with the budgeted amount. It will take about 6 to 8 weeks to complete.

**Action:**

No action was taken.

**Follow through:**

None at this time.

D. Cost Recovery Policy

**Discussion:**

Currently we do not have a plan in place to review and raise fees and most fees haven't been raised in a long time. The recommendation is to see what other counties are doing and develop a regular/routine process to review fees every year or bi-yearly. Fees should be 100% of the real cost.

One suggestion was to create a list of services with fees and review 20% of them every 5 years. A list of non-fee services should be looked at too to determine if we are providing services that we can't or aren't having fees charged.

**Action:**

No action was taken.

**Follow through:**

The County Administrator will add this to his work plan.

E. Resolutions on Matters of Primarily State or Federal Government Concerns

**Discussion:**

This is a preliminary discussion on resolutions. Looking for clarification of what our policy will be when it is appropriate to bring resolutions forward to the full board. The first question should be is it a policy issue?

One supervisor does not want political issues brought to the board. The burden of proof should be on the committee / county board member, as to how it affects constituents and the county. There has to be some cause and effect. There are feel good resolutions and then those that we want our legislature to know where Marathon County stands, but if the county doesn't have or can't have a direct impact, we shouldn't bring those forward.

One possibility would be after coming out of a committee, resolutions would go to a resolution committee and then 2/3 of the resolution committee would have to agree before moving to the county board. Another suggestions is that if a resolution passes a committee, it cannot be taken to county board with a certain number of days.

How do we have more thoughtful meaningful discussions?

**Action:**

No action was taken.

**Follow through:**

Bring back another month for further discussion.

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

**6. Educational Presentations/Outcome Monitoring Reports**

A. Consideration by the Infrastructure Committee Whether to Recommend that the County Board Create a Task Force/Workgroup to Develop a Long-term Transportation and Capital Improvement Plan

**Discussion:**

The Executive Committee supports the Infrastructure Committee creating a Task Force or work group to explore different approaches to solve the problems facing long-term transportation and capital improvement plan issues. The Task Force would set criteria and develop a recommendation plan on roads. It would include members of Extension, Education and Economic Development, Environmental Resources Committee, Land Use Zoning Committee, Infrastructure and possibly others with expertise in this area.

Scott Schmidt, County Engineer and Surveyor, from Washington County would be willing to share

their Work Plan and speak to the group.

If the number of new roads is increased and jurisdictional governance of others, which would increase spending, more state aid could be received. .

**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, October 8, 2019, at 4:00 p.m. in the Assembly Room

**8. Announcements:** There was an error on charter for the County Administrator Recruitment and Selection Task Force and the Board will be asked to reconsider what was brought to the Board with what was voted and approved by the Executive Committee.

**9. Adjournment**

There being no further business to discuss, **MOTION BY LANGENHAHN; SECOND BY STARK TO ADJOURN THE MEETING. MOTION CARRIED.** Committee adjourned at 6:26 p.m.

Respectfully submitted by,  
Mary Palmer



## MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

Tuesday, August 27, 2019, 5:30 p.m.

Employee Resources Conference Room, 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	x	
John Robinson	x	
E J Stark	x	
Jeff Zriny	x	

**Also Present:** Scott Corbett, Katy Rosenberg, Frank Matel, Gary Beastrom, Ka Lo

### 1. Call Meeting to Order

Meeting was called to order by Chair Kurt Gibbs at 5:30 p.m.

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

#### A. Recruitment of the County Administrator Position

1. Create a Task Force to Establish Recruitment Process and Timeline
2. Create an Employment Agreement
3. Update Job Duties and Qualifications

#### **Discussion:**

Membership of the task force and their responsibilities were discussed. The County Administrator Recruitment and Selection Task Force Document was reviewed. Timelines were discussed. Matel handed out job descriptions and sample County Administrator Employment Agreements from two other comparable counties. Compensation and pay range was discussed. Discussion regarding Administrator's role in advocating county position to State legislators ensued.

#### **Action:**

***MOTION BY ROBINSON, SECONDED BY ZRINY, TO APPROVE, AND RECOMMEND APPROVAL TO THE FULL COUNTY BOARD, THE COUNTY ADMINISTRATOR RECRUITMENT AND SELECTION TASK FORCE DOCUMENT, MODIFIED AT #6 TO READ AS FOLLOWS: The Task Force shall "develop recommendations to the Executive Committee regarding the following:". MOTION CARRIED.***

Guild was excused at 6:15 p.m.

#### **Follow through:**

*Modified Charter will be distributed to County Board for approval at tonight's meeting*

3. **Operational Functions Required by Statute, Ordinance, or Resolution** – None
4. **Educational Presentations/Outcome Monitoring Reports** - None
5. **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 as well as possible Administrator Employment Agreement provisions.
  - Next Meeting: Tuesday, September 3, 2019, at 4:00 p.m. in the Assembly Room

### 6. Adjournment

There being no further business to discuss, **MOTION BY; SECOND BY TO ADJOURN THE MEETING. MOTION CARRIED.**

**From:** Rebecca Frisch

**Sent:** Thursday, October 3, 2019 11:06 AM

**To:** Dean Stratz <[Dean.Stratz@co.marathon.wi.us](mailto:Dean.Stratz@co.marathon.wi.us)>; Jason Plaza <[Jason.Plaza@co.marathon.wi.us](mailto:Jason.Plaza@co.marathon.wi.us)>; Dave Decker <[Dave.Decker@co.marathon.wi.us](mailto:Dave.Decker@co.marathon.wi.us)>; Audrey Jensen <[Audrey.Jensen@co.marathon.wi.us](mailto:Audrey.Jensen@co.marathon.wi.us)>; Randy Fifrick <[Randy.Fifrick@co.marathon.wi.us](mailto:Randy.Fifrick@co.marathon.wi.us)>; Gerard Klein <[Gerard.Klein@co.marathon.wi.us](mailto:Gerard.Klein@co.marathon.wi.us)>; Gary Hetzer <[Gary.Hetzer@co.marathon.wi.us](mailto:Gary.Hetzer@co.marathon.wi.us)>; [scott@scottwilliamsappraisal.com](mailto:scott@scottwilliamsappraisal.com); Robert Mayer <[Robert.Mayer@co.marathon.wi.us](mailto:Robert.Mayer@co.marathon.wi.us)>

**Cc:** Julie Henrichs <[Julie.Henrichs@co.marathon.wi.us](mailto:Julie.Henrichs@co.marathon.wi.us)>; Dave Mack <[Dave.Mack@co.marathon.wi.us](mailto:Dave.Mack@co.marathon.wi.us)>; Chad Billeb <[Chad.Billeb@co.marathon.wi.us](mailto:Chad.Billeb@co.marathon.wi.us)>; Brad Karger <[Brad.Karger@co.marathon.wi.us](mailto:Brad.Karger@co.marathon.wi.us)>; Lance Leonhard <[Lance.Leonhard@co.marathon.wi.us](mailto:Lance.Leonhard@co.marathon.wi.us)>

**Subject:** Land Records Public Search by property owner name

Good afternoon,

As promised when I spoke with you in the last couple of months, the purpose of this email is to inform you of the results of my poll of the members of the Land Information Council (LIC), Chief Deputy Chad Billeb, Brad Karger, and Lance Leonhard regarding the subject listed above. The results were in favor of the public having the ability to **search by the property owners name when using the Marathon County Land Records online system.**

Brad Karger will be sharing this matter with the Executive Committee at their meeting in October to receive their feedback before making his final decision. At this time he is not interested in pursuing some type of "opt out" provision.

The following is some of the information I previously provided Brad:

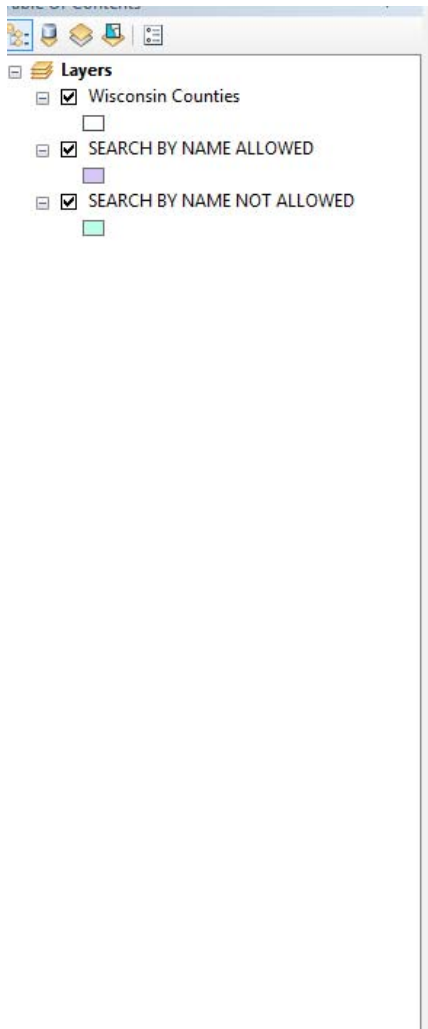
For the record, I am not a member of the LIC. The LIC did not meet to discuss this and I had the latitude to speak with each member individually. During the conversations, it was noted that our original online Land Records system provided (and the new TT Land Records system provides) property owners names to the public through various methods including the mapping applications and tax reports; the only restriction was the public could not **search by the property owners name.**

It was noted that the county is now required to submit to the state, county parcel digital files (land records) which are uploaded to the WI STATEWIDE PARCEL MAP, an online system which **allows search by property owners name**, site address, and parcel ID.

Here is the link:

<https://maps.sco.wisc.edu/Parcels/>

Additionally, Gary Hetzer researched other counties and provided the following map:



Gary also contacted Dane County regarding their opt out program and from the details of the difficulties they are experiencing with this program, it is not advisable to create another program and massive data base which is problematic to manage and administer.

Let me know if you have any questions. I will update you again when I have more information to share.

*Becky Frisch*

*Director*

*Marathon County Conservation, Planning, and Zoning Department*

*210 River Drive*

*Wausau, WI 54403*

*Phone 715-261-6024*

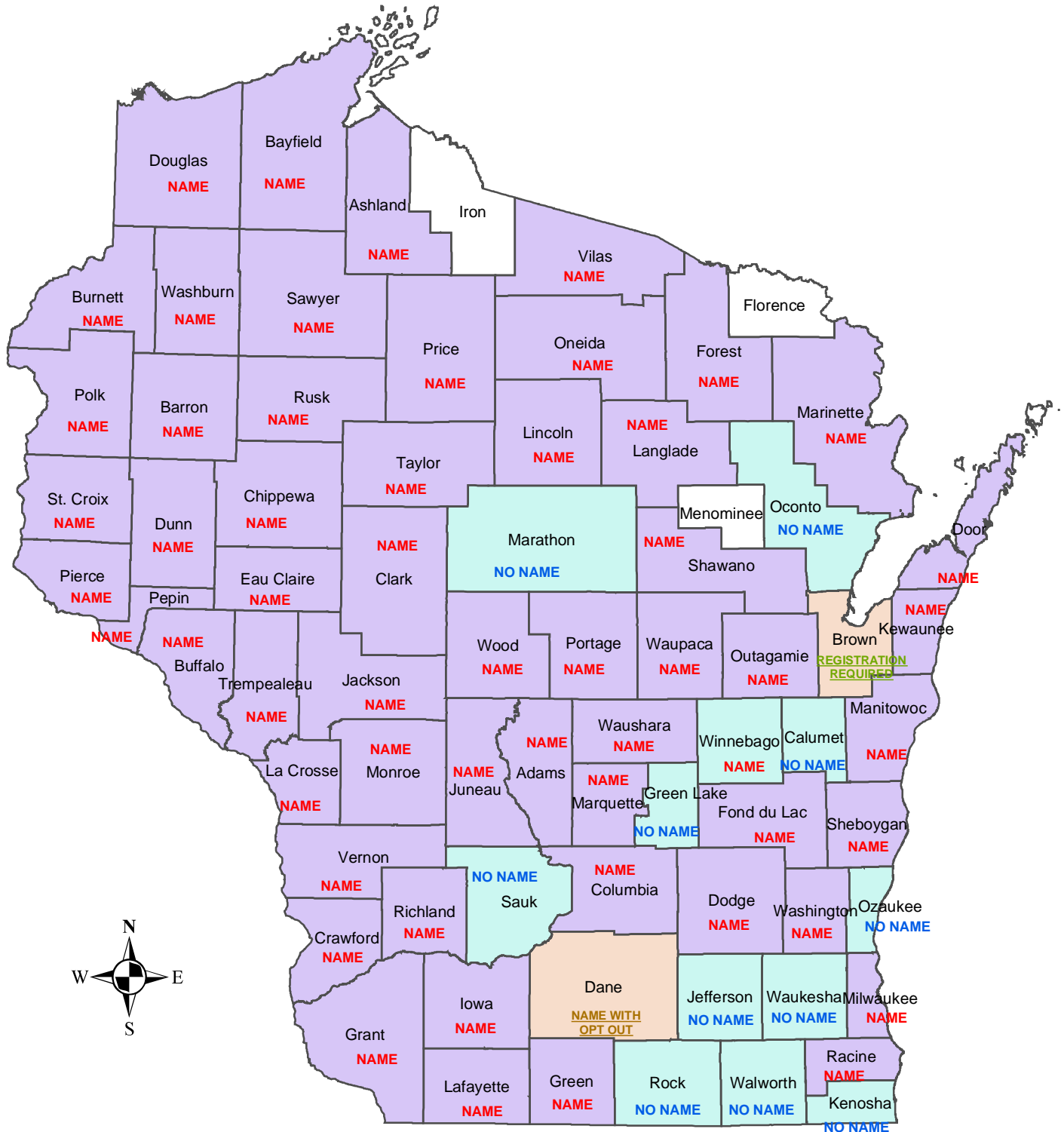
*Cell 715-581-0509*

[rebecca.frisch@co.marathon.wi.us](mailto:rebecca.frisch@co.marathon.wi.us)

**Conservation, Planning and Zoning Department: Protecting our community's land and environment...to ensure Marathon County has healthy people, a healthy economy, and healthy environment today and tomorrow.**



# OWNER NAME SEARCHES BY COUNTY



- UNKNOWN AT THIS TIME
- SEARCH BY NAME NOT ALLOWED
- SEARCH BY NAME ALLOWED
- CAN SEARCH BY NAME SPECIAL

Map Date: 09/23/2019