





## HUMAN RESOURCES, FINANCE, & PROPERTY COMMITTEE MEETING AGENDA WITH MINUTES

Date & Time of Meeting: **Wednesday July 26, 2022 at 3:00 p.m.**

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

John Robinson	Present
Alyson Leahy	Present
Kurt Gibbs	WebEx (4:00)
Gayle Marshall	Present (3:35)
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	Excused

Staff Present: Lance Leonhard, Kristi Palmer, Toshia Ranallo, Mike Puerner, Dejan Adzic, Molly Adzic

Others Present: Vice Chair McEwen, Kimm Weber (MCDEVCO)

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Public Comment** - None.
- 4. Approval of the July 13, 2022 Human Resources, Finance, & Property Committee meeting minutes –**  
Motion by Leahy, Second by Lemmer to approve the minutes. Motion carried on a voice vote unanimously.
- 5. Policy Issues Discussion and Potential Committee Determination:**
  - A. Recommendations to Executive Committee for updates to the strategies, objectives, and expected outcomes found in the [2018-2022 Strategic Plan](#)**
    1. New strategies to be added to the existing Objectives in the plan.
    2. Strategies to be prioritized within existing Objectives.
    3. Strategies or Objectives from the [2016 Comprehensive Plan](#) to add to the Strategic Plan.Vice Chair McEwen reported that he has attended each of the standing committee meetings requesting feedback on the above questions related to the Strategic Plan. Administrator Leonhard recently provided the committees with current updates for their specific objectives and outcome measures. Discussion was had and questions were asked and answered.
  - B. Committee Work Plan –** Chair Robinson provided an overview of the HRFC’s work plan from last term presented at the May 24, 2022 HRFC meeting. Details can be found in the [packet](#). Discussion was had and questions were asked and answered.
- 6. Operational Functions required by Statute, Ordinance, or Resolution**
  - A. Discussion and Possible Action by HRFC**
    1. 2022 Intergovernmental Budget Transfers – Motion by Gibbs, Second by Leahy to approve the transfer. Motion carried on a voice vote, unanimously.
  - B. Discussion and Possible Action by HRFC to Forward to County Board for Consideration** - None
- 7. Educational Presentations and Committee Discussion**
  - A. Discussion on committee responsibility relative to soliciting requests for ARPA funding –** Item was carried over from last meeting. The main question revolves around how to get the word out regarding the funds and how requests can be submitted. This item will be re-addressed at a future meeting.
  - B. 2023 Draft Budget Assumptions –** Finance Director Kristi Palmer gave an overview of the budget assumption process and how and when final numbers become available. Discussion was had and questions were asked and answered.
  - C. Update on Class Compensation Study –** Administrator Leonhard gave an overview of the purpose behind the study and explained a detailed presentation will be provided by the county’s vendor, McGrath Human Resource Group, to this committee at the next meeting at the August 10 meeting.

- D. Update on McDevco – Kimm Weber – Kimm gave a presentation on the McDevco portion of the Strategic Plan and how it is proceeding. Full details can be found in the packet. Discussion was had and questions were asked and answered.
- 8. **Next Meeting Time, Location, Announcements and Agenda Items:**
  - A. Committee members are asked to bring ideas for future discussion
  - B. Next Scheduled Meeting August 10, 2022 at 3:00 p.m.
- 9. **Adjournment** – Motion by Hart, Second by Lemmer to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 5:22 p.m.

Minutes prepared by Toshia Ranallo and Kim Trueblood

**MARATHON COUNTY 5 YEAR FINANCIAL PROJECTION**

**8/3/2022**

	2022	2023	2024	2025	2026
Total Revenues	200,545,599	210,476,205	216,714,573	221,186,691	224,967,503
Total Expenditures	200,545,599	210,476,205	216,846,568	221,419,435	225,802,361
Deficit by year	0	0	(131,994)	(232,744)	(834,858)
Estimated excess/(deficit)	0	0	(131,994)	(232,744)	(834,858)
Tax Levy	53,448,724	56,505,506	57,512,123	58,197,610	58,901,277
Tax rate	\$4.55	\$4.32	\$4.31	\$4.28	\$4.25



**53448724**

BUDGETED Revenue by Category	Actual	Est	Est	Est	Est
	2022	2023	2024	2025	2026
Property Taxes	53,448,724	56,505,506	57,512,123	58,197,610	58,901,277
Sales Tax	14,521,547	15,077,000	15,680,080	16,228,883	16,715,749
Other Taxes/penalty on taxes	4,087,524	4,140,662	4,192,420	4,255,306	4,319,136
Shared Revenue	5,693,020	5,693,020	5,693,020	5,693,020	5,693,020
General Transportation Aids	3,129,379	3,160,673	3,192,280	3,232,183	3,280,666
Intergovernmental Grants/Aids	24,811,897	27,417,146	28,925,089	29,792,842	30,090,770
Intergovernmental Charges	23,734,355	24,209,042	24,693,223	25,125,354	25,502,235
Intergovernmental-NCHC debt	1,769,951	3,345,207	4,114,605	4,155,751	4,197,309
Fines/Licenses	1,067,976	1,083,996	1,094,836	1,105,784	1,116,842
public charges	14,834,219	15,128,994	15,431,574	15,740,206	15,976,309
Interdepartmental/OFS	33,545,828	34,216,745	35,072,163	36,124,328	37,208,058
Misc Revenues	19,901,179	20,498,214	21,113,161	21,535,424	21,966,132
Total Revenues	200,545,599	210,476,205	216,714,573	221,186,691	224,967,503
Total Taxes	72,057,795	75,723,168	77,384,623	78,681,799	79,936,162
Total Intergovernmental Grants/Aids	33,634,296	36,270,839	37,810,389	38,718,045	39,064,456
Tax rate	\$ 4.55	\$ 4.32	\$ 4.31	\$ 4.28	\$ 4.25
Equalized value	11,742,048,800	13,074,203,024	13,335,687,084	13,602,400,826	13,874,448,842

**MARATHON COUNTY 5 YEAR FINANCIAL PROJECTION**  
**Revenue Assumptions**

Actual	Est	Est	Est	Est	Revenue	Assumption
2022	2023	2024	2025	2026		
2.90%	5.72%	1.78%	1.19%	1.21%	Property Taxes	Maintain stable tax rate and levy limits
6.50%	3.83%	4.00%	3.50%	3.00%	Sales Tax	Increase based on sales data
1.0%	1.3%	1.3%	1.5%	1.5%	Other Taxes	Slow economic growth
0.0%	0.0%	0.0%	0.0%	0.0%	Shared Revenue	Stable Shared Revenues
1.0%	1.0%	1.0%	1.3%	1.5%	Transportation Aids	slight increase-Rolling 5 year average effect
0.0%	10.5%	5.5%	3.0%	1.0%	Intergovernmental grants (ARPA)	use of grant funding
0.0%	2.0%	2.0%	1.8%	1.5%	Intergovernmental Charges	Cost of users charges
0.0%	89.0%	23.0%	1.0%	1.0%	Intergovernmental-NCHC debt	Repayment of Debt from NCHC
1.0%	1.5%	1.0%	1.0%	1.0%	Fines/Licenses	slight increase
1.0%	2.0%	2.0%	2.0%	1.5%	public charges	Keep up with cost of services
1.0%	2.0%	2.5%	3.0%	3.0%	Interdepartmental	Cost recovery or finalized costs for programs
2.0%	3.0%	3.0%	2.0%	2.0%	Misc Revenues	interest and treasurer fees
2.47%	11.35%	2.00%	2.00%	2.00%	Equalized Value	Used to calculate Tax Rate
2.02%	1.73%	1.25%	1.20%	1.20%	Net New Construction	Used to calculate Operating levy limit

<b>Expenditure by Category</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Gross pay	48,803,422	52,707,696	54,288,927	55,374,705	56,482,199
insurance/benefits	20,976,879	21,304,157	22,162,203	23,064,749	23,870,547
PEHP	529,117	555,573	583,351	595,019	606,919
Total Personnel	70,309,418	74,567,425	77,034,481	79,034,473	80,959,665
Operating	96,156,377	97,598,723	99,550,697	101,541,711.05	103,572,545
Debt	3,639,432	7,384,562	8,503,100	8,560,301	8,626,934
Capital	16,170,765	16,655,888	17,488,682	18,013,343	18,373,610
Intergov Charges-internal	2,070,196	2,766,610	3,043,271	3,347,598	3,514,978
Other Financing Uses	14,269,607	14,269,607	14,269,607	14,269,607	14,269,607
<b>Total Expenditures</b>	<b>200,545,599</b>	<b>210,476,205</b>	<b>216,846,568</b>	<b>221,419,435</b>	<b>225,802,361</b>

**Expenditure Assumptions**

Updated

ACT	EST	EST	EST	EST	Updated
2022	2023	2024	2025	2026	Appropriation Unit
3.0%	8.0%	3.0%	2.0%	2.0%	Salaries /Wages
6.0%	0.0%	4.0%	4.0%	3.0%	Health Insurance
-0.250%	0.3%	0.2%	0.2%	0.0%	WRS
6.0%	3.0%	3.0%	3.0%	3.0%	Dental
23.8%	2.0%	2.0%	2.0%	2.0%	Workers Compensation
10.0%	2.0%	0.0%	0.0%	0.0%	Unemployment
2.0%	5.0%	5.0%	2.0%	2.0%	Other insurance
4.1%	6.1%	3.3%	2.6%	2.4%	Total Personnel

0%	102.9%	15.1%	0.7%	0.8%	Debt Service
0%	2%	2%	2%	2%	Operating -County
0%	3.0%	5%	3%	2%	Capital
0%	34%	10%	10%	5%	Intergovernmental Charges-CCITC
0	0	0	0	0	Other Financing Uses

WRS Contribution History		
Employer contributions		
	General	Protected
2023	6.80%	13.2%
2022	6.50%	12.0%
2021	6.75%	11.75%
2020	6.75%	11.99%
2019	6.55%	11.22%
2018	6.7%	10.7%
2017	6.8%	10.6%
2016	6.6%	9.4%
2015	6.8%	9.5%



2023 Marathon Co Estimated Tax Levy	11/8/2021	8/2/2022				8 Year Average
	2022	2023	2024	2025	2026	
Net New Construction (NNC) Plus Terminated TID	1.942% 0.075%	1.730% 0.000%	1.250% 0.000%	1.200% 0.000%	1.200% 0.000%	
<b>Net New Construction (NNC) and Terminate</b>	<b>2.017%</b>	<b>1.730%</b>	<b>1.250%</b>	<b>1.200%</b>	<b>1.200%</b>	<b>1.669%</b>
<b>Equalized Value for County Apportionment</b>	<b>2.47%</b>	<b>11.35%</b>	<b>2.00%</b>	<b>2.00%</b>	<b>2.00%</b>	<b>3.44%</b>
Terminated TID	0.00%	0.00%	0.00%	0.00%	0.00%	
	<b>ESTIMATED</b>	<b>ESTIMATED</b>	<b>ESTIMATED</b>	<b>ESTIMATED</b>	<b>ESTIMATED</b>	
	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	
General Fund	33,797,465	34,382,161	34,811,938	35,229,681	35,652,438	
Social Improvement	7,345,562	7,472,640	7,566,048	7,656,841	7,748,723	
Capital Improvement	<b>1,044,731</b>	1,062,805	1,076,090	1,089,003	1,102,071	
Highway	9,391,485	9,553,958	9,673,382	9,789,463	9,906,936	
<b>TOTAL OPERATING LEVY</b>	<b>51,579,243</b>	<b>52,471,564</b>	<b>53,127,458</b>	<b>53,764,988</b>	<b>54,410,168</b>	
Less: Special charges/personal property adjustment						
Less: Bridge Aid*	(480,000)	(488,304)	(494,408)	(500,341)	(506,345)	
Less Adjustment 2020 Library levy	(3,664,309)	(3,727,702)	(3,774,298)	(3,819,589)	(3,865,424)	
<b>OPERATING LEVY</b>	<b>47,434,934</b>	<b>48,255,558</b>	<b>48,858,753</b>	<b>49,445,058</b>	<b>50,038,399</b>	
<b>DEBT SERVICE</b>	<b>1,869,481</b>	<b>4,034,911</b>	<b>4,384,665</b>	<b>4,432,622</b>	<b>4,491,103</b>	
<b>TOTAL LEVY BEFORE BRIDGE AID</b>	<b>49,304,415</b>	<b>52,290,469</b>	<b>53,243,418</b>	<b>53,877,680</b>	<b>54,529,502</b>	
Add: Bridge Aid-Estimate 2022	480,000	488,304	494,408	500,341	506,345	
Add: Adjustment to Op levy						
<b>ADJ Library Aid</b>	<b>3,664,309</b>	<b>3,727,702</b>	<b>3,774,298</b>	<b>3,819,589</b>	<b>3,865,424</b>	
<b>TOTAL LEVY</b>	<b>53,448,724</b>	<b>56,506,475</b>	<b>57,512,123</b>	<b>58,197,610</b>	<b>58,901,271</b>	
<b>EQUALIZED VALUE</b>	<b>11,742,048,800</b>	<b>13,074,169,600</b>	<b>13,335,652,992</b>	<b>13,602,366,052</b>	<b>13,874,413,373</b>	<b>2023 Increase/(decrease) in Tax Levy</b>
Operating levy rate	0.00404	0.00369	0.00366	0.00364	0.00361	<b>5.72%</b>
Debt	0.00016	0.00031	0.00033	0.00033	0.00032	
Special	0.00035	0.00004	0.00004	0.00004	0.00004	
total levy rate	0.00455	0.00404	0.00403	0.00400	0.00397	<b>2023 Increase/(decrease) in Tax Rate</b>
<b>Line 27-Tax Levy Rate</b>	<b>\$ 4.55</b>	<b>\$ 4.32</b>	<b>\$ 4.31</b>	<b>\$ 4.28</b>	<b>\$ 4.25</b>	<b>\$ (0.23)</b>
<b>Total increase/(decrease) in annual Tax lev</b>	<b>2.9%</b>	<b>5.7%</b>	<b>1.8%</b>	<b>1.2%</b>	<b>1.2%</b>	

**Marathon County  
Tax Rate History**

	Tax Rate		Tax Rate
Year	Per \$1,000	Year	Per \$1,000
Estimated 2023	\$ 4.32	2006	\$ 5.69
2022	\$ 4.55	2005	\$ 5.79
2021	\$ 4.53	2004	\$ 5.89
2020	\$ 4.71	2003	\$ 6.09
2019	\$ 4.80	2002	\$ 6.09
2018	\$ 4.96	2001	\$ 6.21
2017	\$ 5.04	2000	\$ 6.21
2016	\$ 5.13	1999	\$ 6.21
2015	\$ 5.16	1998	\$ 6.21
2014	\$ 5.17	1997	\$ 6.21
2013	\$ 5.17	1996	\$ 6.21
2012	\$ 5.17	1995	\$ 6.21
2011	\$ 5.17	1994	\$ 6.16
2010	\$ 5.17	1993	\$ 6.17
2009	\$ 5.17	1992	\$ 6.01
2008	\$ 5.38	1991	\$ 5.87
2007	\$ 5.46		

**RESOLUTION # R-\_\_\_\_\_ - 22**  
**APPROVE 2022 BUDGET TRANSFERS FOR MARATHON COUNTY**  
**DEPARTMENT APPROPRIATIONS**

**WHEREAS**, Section 65.90(5)(a) dictates that appropriations in the Marathon County budget may not be modified unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors, and

**WHEREAS**, the Human Resources, Finance and Property Committee has reviewed and does recommend the 2022 transfers listed below, and

**NOW, THEREFORE, BE IT RESOLVED** the Marathon County Board of Supervisors authorize and direct the budget transfers as listed below:

Transfer from:	Sheriff 165-850 8 2320 Public Safety Federal Grant
Transfer to:	Sheriff 165-850 9xxxx various expenditures
Amount:	\$25,000
Re:	WEM/SWA Tactical Medical Training grant

Transfer from:	Sheriff 217-908 82320 Public Safety Federal Grant
Transfer to:	Sheriff 217-908 92190/3490 Other Professional services and Other Operating Expenses
Amount:	\$16,456
Re:	SCAAP Grant

That a Class 1 Notice of this transaction be published within (10) days of its adoption;

**BE IT FURTHER RESOLVED** that the County Board of Supervisors hereby authorizes and directs the Marathon County Clerk to issue checks pursuant to this resolution and the Marathon County Treasurer to honor said checks.

**BE IT FURTHER RESOLVED** that the proper officers of Marathon County are hereby authorized and directed to take all actions necessary to affect this policy.

Respectfully submitted this 23rd day of August 2022.

**HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Fiscal Note: This resolution modifies the revenues and expenditures for various County funds. There is no additional County levy appropriated in this resolution.

**MARATHON COUNTY**  
**Budget Transfer Authorization Request Form**

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Sheriff

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	165-85082320	Public Safety – Federal Grant	25,000

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	165-85092190	Other Professional Services	\$14,000
Expenditure Increase	165-85093340	Commercial Travel	\$9,000
Expenditure Increase	165-85093490	Other Operating Expenses	\$2,000

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Kristin Williams – Administrative Services Manager

**Date Completed:** 7/5/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
Homeland Security – WEM/SWAT Tactical Medical Training (TEMS)
  
- 2) Provide a brief (2-3 sentence) description of what this program does.  
Funds will be host Tactical Medical Training to provide the appropriate basic education for Tactical Medical Personnel to advance their skills while working with SWAT. This course will allow personnel to learn and apply the latest techniques in medical care in less than desirable conditions and to prepare them to respond effectively and safely withing the tactical environment.
  
- 3) This program is: (Check one)  
 An Existing Program.  
 A New Program.
  
- 4) What is the reason for this budget transfer?  
 Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: [Click here to enter description](#)
  
- 5) If this Program is a Grant, is there a “Local Match” Requirement?  
 This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)
  
- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)  
 No.  
 Yes, the Amount is Less than \$30,000.  
 Yes, the Amount is \$30,000 or more AND: (Check one)  
 The capital request HAS been approved by the CIP Committee.  
 The capital request HAS NOT been approved by the CIP Committee.

---

**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund? no

Is a Budget Transfer Resolution Required? yes

**MARATHON COUNTY**  
**Budget Transfer Authorization Request Form**

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Sheriff

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	217-90882320	Public Safety – Federal Grant	16,456

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	217-90892190	Other Professional Services	3,456
Expenditure Increase	217-90893490	Other Operating Expenses	13,000

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Kristin Williams

**Date Completed:** 7/15/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

**MARATHON COUNTY**  
**Budget Transfer Authorization Request – Supplemental Information**

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

- 1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)  
2020 State Criminal Alien Assistance Program (SCAAP)
  
- 2) Provide a brief (2-3 sentence) description of what this program does.  
SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state and local law, and who are incarcerated for at least 4 consecutive days during the reporting period.
  
- 3) This program is: (Check one)  
 An Existing Program.  
 A New Program.
  
- 4) What is the reason for this budget transfer?  
 Carry-over of Fund Balance.  
 Increase/Decrease in Grant Funding for Existing Program.  
 Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.  
 Set up Initial Budget for New Grant Program.  
 Set up Initial Budget for New Non-Grant Program  
 Other. Please explain: [Click here to enter description](#)
  
- 5) If this Program is a Grant, is there a “Local Match” Requirement?  
 This Program is not a Grant.  
 This Program is a Grant, but there is no Local Match requirement.  
 This Program is a Grant, and there is a Local Match requirement of: (Check one)  
 Cash (such as tax levy, user fees, donations, etc.)  
 Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)
  
- 6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)  
 No.  
 Yes, the Amount is Less than \$30,000.  
 Yes, the Amount is \$30,000 or more AND: (Check one)  
 The capital request HAS been approved by the CIP Committee.  
 The capital request HAS NOT been approved by the CIP Committee.

---

**COMPLETED BY FINANCE DEPARTMENT:**

Is 10% of this program appropriation unit or fund?       No            Is a Budget Transfer Resolution Required?       Yes

# MARATHON COUNTY

## Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Medical Examiner

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	206 11082418	511Z Judicial State Grants	\$17,785
Expenditure Decrease	207 11091250	511A Wages-Temp-Regular	\$5,250
Expenditure Decrease	207 11091510	\$5,720 Social Security	\$403
Expenditure Decrease	207 11091560	Workers Comp	\$62
Expenditure Decrease	207 11091580	Unemployment Comp	\$5
Expenditure Decrease	207 11093190	511B Office Supplies	\$1,620
Expenditure Decrease	207 11093250	\$12,065 Registration Fees/Tuition	\$1,500
Expenditure Decrease	207 11093321	Personal Auto Mileage	\$1,759

**TRANSFER TO:** Ref#00131

Action	Account Number	Account Description	Amount
Revenue Decrease	207 11082418	511Z Judicial State Grants	\$17,785
Expenditure Increase	206 11091250	Wages-Temp-Regular	\$5,720
Expenditure Increase	206 11093190	511A Office Supplies	\$1,620
Expenditure Increase	206 11093250	\$5,720 Registration Fees/Tuition	\$1,500
Expenditure Increase	206 11093321	Personal Auto Mileage	\$1,759
Expenditure Increase	206 11093340	511B Commercial Travel	\$1,220
Expenditure Increase	206 11093350	\$12,065 Meals	\$1,850
Expenditure Increase	206 11093360	Lodging	\$4,116

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Prepared by Season Welle for Jess Blahnik

**Date Completed:** 7/19/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: 7/19/22 srw



# MARATHON COUNTY

## Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

**DEPARTMENT:** Medical Examiner

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Expenditure Decrease	207 11093340	Commercial Travel	\$1,220
Expenditure Decrease	207 11093350	Meals	\$1,850
Expenditure Decrease	207 11093360	Lodging	\$4,116

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Select action	Click to enter GL Account	Click here to enter account description	Enter amount

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

**Requested By:** Enter the name of the person that completed this form

**Date Completed:** Select Date

**COMPLETED BY FINANCE DEPARTMENT:**

Approved by Human Resources, Finance & Property Committee: \_\_\_\_\_

Date Transferred: \_\_\_\_\_

# MARATHON COUNTY

## Budget Transfer Authorization Request – Supplemental Information

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)

Overdose Grant 2021-2022

2) Provide a brief (2-3 sentence) description of what this program does.

[Click here to enter description](#)

3) This program is: (Check one)

An Existing Program.

A New Program.

4) What is the reason for this budget transfer?

Carry-over of Fund Balance.

Increase/Decrease in Grant Funding for Existing Program.

Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.

Set up Initial Budget for New Grant Program.

Set up Initial Budget for New Non-Grant Program

Other. Please explain: Move budget from subfund 207 (2022-2023 grant) to subfund 206 (2021-2022 grant)

5) If this Program is a Grant, is there a "Local Match" Requirement?

This Program is not a Grant.

This Program is a Grant, but there is no Local Match requirement.

This Program is a Grant, and there is a Local Match requirement of: (Check one)

Cash (such as tax levy, user fees, donations, etc.)

Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)

6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)

No.

Yes, the Amount is Less than \$30,000.

Yes, the Amount is \$30,000 or more AND: (Check one)

The capital request HAS been approved by the CIP Committee.

The capital request HAS NOT been approved by the CIP Committee.

---

### COMPLETED BY FINANCE DEPARTMENT:

Is 10% of this program appropriation unit or fund? \_\_\_\_\_

Is a Budget Transfer Resolution Required? \_\_\_\_\_

**Resolution # R- -22**

**A RESOLUTION AMENDING  
THE 2022 CAPITAL IMPROVEMENT BUDGET FOR DANCY RADIO TOWER IN THE  
AMOUNT OF \$371,860 TRANSFER FROM THE 2022 CONTINGENCY FUND**

- WHEREAS,** the Board of Supervisors of Marathon County approved the 2022–2026 Capital Improvement Program and Budget; and
- WHEREAS,** the Capital Improvement Program is a dynamic process and subject, pursuant to Resolution R-89-91, to periodic review and/or amendment; and,
- WHEREAS,** there is currently a need to amend the 2022 CIP to obtain funding for a sheriff department project Dancy Radio Tower in the 2022 CIP; and
- WHEREAS,** the total amount of the project will be \$371,860; and
- WHEREAS,** there is currently an unencumbered balance in the 2022 Contingency Fund; and
- WHEREAS,** there is a request to transfer from the 2022 Contingency Fund the amount of \$371,860 to cover the cost of the sheriff department Dancy Radio Tower project; and
- WHEREAS,** the Human Resources, Finance and Property Committee has reviewed the request and has recommended approval of the transfer from 2022 Contingency Fund in the amount of \$371,860 and
- WHEREAS,** the Human Resources, Finance and Property Committee has reviewed the request and has recommended approval to amend the 2022 CIP for the sheriff department Dancy Radio Tower projects; and
- WHEREAS,** the Finance, Property and Facilities Committee of the Board of Supervisors of Marathon County recommends amending the 2022 Capital Improvement Program for the Dancy Radio Tower and transfer the funds from the 2022 Contingency Fund:
1. Fund \$371,860 from the 2022 Contingency Fund GL code 101 13199120
  2. 2022 CIP for the amount of \$371,860 in GL code 610 92098113 Radio equipment replacement

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors of the County of Marathon does hereby resolve and ordain to amend the 2022 Capital Improvement Program as indicated above.

Dated this 23rd day of August, 2022

HUMAN RESOURCES, FINANCE, AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____
_____	_____

Fiscal Impact: This reflects an amendment to the 2022 CIP Budget. The amendment will not add additional tax levy. The 2022 CIP be amended to record the additional funding from the 2022 Contingency Fund in the amount of \$371,860.



# Capital Improvement Plan (CIP) Project Request Form

<b>Date of Request</b>	07/29/22		
<b>Department</b>	Sheriff's Office		
<b>Contact Person</b>	Bill Millhausen		
<b>Phone</b>	715-261-1226	<b>Email</b>	William.millhausen@co.marathon.wi.us
<b>Project Title</b>	Radio Tower Replacement – Dancy Site		
<b>Location</b>	Marathon County – Town of Bergen		
<b>Is the project new, a repair/replacement or a continuation of an existing project?</b>	New <input type="checkbox"/> Repair/Repl <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> (see below)		

**If continuation, fill in below:**

Planning      % complete      Design/engineering      % complete      Construction/installation      % complete

<b>Has this request been approved by the appropriate Standing Committee or Board?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

<b>Departmental Priority</b> <small>(check a different priority for each project)</small>	(High)	1	2	3	4	5	6	7	8	9	10	(Low)
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Description Summary / Scope</b>	Due to a failed Structural Integrity Inspection, at the Wis DNR's Dancy Tower, this site must be replaced/moved. This tower houses critical emergency communications equipment for Fire/EMS/Law impacting approximately 130 sq/miles of service in Southern Marathon County.
------------------------------------	--

**Relation to Other Projects (if applicable):**

The existing site also supplies connectivity to the Big Eau Pleine park.
--

**Alternatives Considered:**

<ol style="list-style-type: none"> <li>1. Build a new tower – estimate in the range of \$1.2 million</li> <li>2. Stay on current site until something fails – However, this puts the public's safety and responders at grave risk with poor or no radio/pager communications</li> <li>3.</li> </ol>
---

**Reasons Alternatives Rejected:**

<ol style="list-style-type: none"> <li>1. A new tower is an unnecessary expense when we can utilize Bug Tussel's new tower located 0.9 miles from the existing site at a huge reduction in cost.</li> <li>2. Safety of our citizens and emergency responders shall dictate we provide the best and most reliable communications viable</li> <li>3.</li> </ol>
---



# Capital Project Request Form

## PROJECT PURPOSE(S) - Check all that apply and please explain below:

- This project is required to meet legal, mandated or contractual obligations?
- This project will result in the protection of life and/or property and maintain/improve public health and safety?
- This project will result in reductions in expenditures (save money)?
- This project will result in a positive return for Marathon County?
- This project repairs/replaces an important existing physically deteriorated or functionally obsolete county facility, system, service or equipment?
- This project provides a new service, facility, system or equipment?
- This project would generate sufficient revenues to be essentially self-supporting in its operations?
- This project would make existing facilities or personnel more efficient or increase their use with minimal or no operating cost increase?
- This project will benefit and/or be utilized by other Marathon County departments?
- This project is consistent with an overall County plan, policy, or goal; and is necessary to complete a project that has begun or under construction?

## Please explain all checked boxes below:

The Dancy Tower site provides critical emergency communications for Fire/EMS/Law responders to ensure the safety of the citizens and visitors in Marathon County to include the Big Eau Pleine Park/Campground. Marathon County does NOT own this site, but rather entered into a contract many years ago with the Wis DNR to place our critical radio communications equipment on their tower. Marathon County learned on or about July 18, 2022 that the site failed its Structural Integrity Inspection and thus has been deemed unsafe to climb for maintenance or repairs. This is a major concern as the site is critical to our emergency radio operation for Marathon County and serves approximately 130 square miles.

The DNR are not “daily users” of this site, and it appears they are not incline to replace/repair the tower site. The opportunity we have to utilize the newly constructed tower owned by Bug Tussel is a great way to conserve money and be far more efficient with regards to the length to resolve this matter. The Bug Tussel site is only 0.9 miles from our existing location but due to the height that our equipment will be installed at, our coverage will improve in the affected area.

This move will allow us to better serve the Big Eau Pleine park (Parks Department) in working with the City-County IT (CCIT) team to provide more reliable wi-fi coverage for the Parks Department business operations.



# Capital Project Request Form

## PROJECT COST

Estimated Cost Components		Cost Allocation Per Fiscal Year		
Preliminary Design / Study	\$0.00	If project funds can be allocated over more than 1 year, please indicate the amount to be allocated for each year below:		
Final Design and Engineering	\$0.00			
Land Acquisition	\$0.00	Fiscal Year	Amount	\$0.00
Construction / Installation	\$0.00	Fiscal Year	Amount	\$0.00
Equipment/Furnishings	\$0.00	Fiscal Year	Amount	\$0.00
Other: Contingency	\$0.00	Fiscal Year	Amount	\$0.00
Miscellaneous Costs	\$0.00	Fiscal Year	Amount	\$0.00
<b>Project Budget</b> (total of estimated cost components)	<b>\$371,859.70</b>	←----- (sum of above should equal) -----!		
Is this project to be funded entirely with CIP funds?			Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>Total CIP Funding Requested</b>		<b>\$371,859.70</b>		

If not funded entirely with CIP funds, list below any other (non-CIP) funding sources for this project	Funding Amount
•	\$
•	\$
•	\$

## ASSET LIFE, RECURRING COSTS AND RETURN ON INVESTMENT

If an existing asset (facility or equipment) is being renovated or replaced, what is the age of the existing asset in years?		
Expected service life (in years) of the existing asset, based on applicable industry standards?		
Estimated Service Life of Improvement (in years)		
<b>Existing Estimated Costs</b>	Annual Operating Costs	\$0.00
	Repair / Maintenance Costs	\$0.00
	Other Non-Capital Costs	\$0.00
	<b>Existing Operating Costs</b>	<b>\$0.00</b>
<b>Future Estimated Costs</b>	Annual Operating Costs	\$0.00
	Annual Maintenance Costs	\$0.00
	Other Non-Capital Costs	\$0.00
	<b>Future Operating Costs</b>	<b>\$0.00</b>
Estimated Return on Investment (in years)		\$



# Capital Project Request Form

**Explain any other annual benefits to implementing this project:**

We are being offered space on the newly constructed (August 2022) Bug Tussel Tower with no monthly rental fees or electrical bills. The cost savings estimate of this compared to a nearby site is approximately \$65,000 annually. Due to the height of the tower and space afforded to us, we will be able to improve our coverage to the area

**5 YEAR FORECASTED PROJECTS** (if you want a project considered please put on this list)

Program Year	Project	Description of Project	Estimated Cost
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			
20			





# Capital Project Request Form

***Do NOT fill out page below – for use by FCM Department***

- NO CIP Funds requested – Informational Only
- Bring request back to CIPC next year
- Outlay (small caps) < \$30,000 or Use Budget
- CIP Funds – move forward to HRFPC >\$30,000

**NOTES:**

<b>Project Number</b>	<i>(Do NOT fill in – for use by F&amp;CM Department)</i>
-----------------------	--

**COMPLETION DATE:** *OR* **CONTINUE NEXT YEAR:**

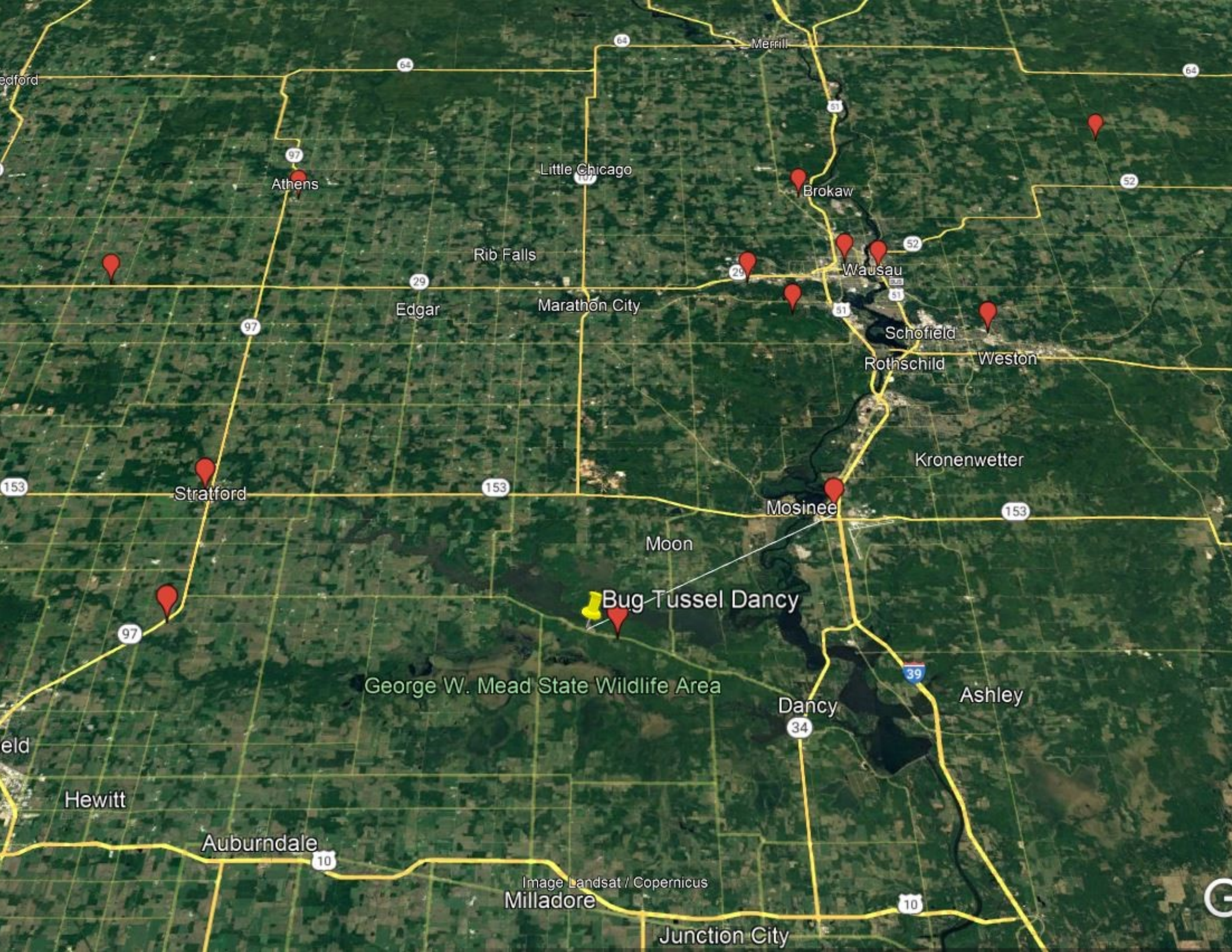
**DATE APPROVED BY HRFPC:**

**DATE APPROVED BY COUNTY BOARD:**

## NEW DANCY TOWER EXPENSES

ITEM/SERVICE	VENDOR	QUOTE	Notes
Concrete Pads (3) & Tubes for Ice Bridge	Bug Tussel	\$ - \$	10,500.00
Electrical	Bug Tussel	\$ - \$	13,000.00
Structural Integrity Study	Bug Tussel	\$ - \$	3,000.00
Crane - Set Building	Bug Tussel	\$ - \$	5,000.00
Monthly Electrical Bill	Bug Tussel	\$ - \$	2,000.00
Monthly Rent	Bug Tussel	\$ - \$	62,400.00
Battery Back-Up	RACOM	\$ 1,500.00	
Shelter/Building/Delivery	USED	\$ 35,000.00	
Microwave - NEC	RACOM	\$ 123,840.40	Includes Tower Work, Lines & Labor
Replace equipment 1 for 1	RACOM	\$ 80,254.66	Includes Base Stations & Labor
Ice Bridge	Site Pro One	\$ 2,200.00	
Two New Antennas	Northway Comm	\$ 3,200.00	
LP Tank & Fill	Superior Gas	\$ 1,000.00	
Generator	Generac	\$ 10,000.00	
Simulcast Fire/Paging	RACOM	\$ 53,361.20	
Point to Point wi-fi for County Park	CCIT	\$ 10,000.00	
License	FCC	\$ 1,500.00	
Coverage / Path Study	RACOM	\$ 1,500.00	
<p>We can have from 190'-250' on the tower per Mitch  Tower is 300'  Share shelter &amp; generator they pay all expenses  30 year lease</p>			
15% Contingency		\$ 48,503.44	Saving vs ATC
<b>TOTAL PROJECT</b>		<b>\$ 371,859.70</b>	\$ 95,900.00





Bug Tussel Dancy

George W. Mead State Wildlife Area

Image Landsat / Copernicus  
Milladore



# RACOM Corporation

Bounded Area Percent Cov

Tuesday, August 02, 2022 08:55:17

Project: Marathon Co FD Paging

MBP: MG0087

File: C:\Users\matt.gebel\Desktop\RAPTR Projects\Marathon Co FD Paging\

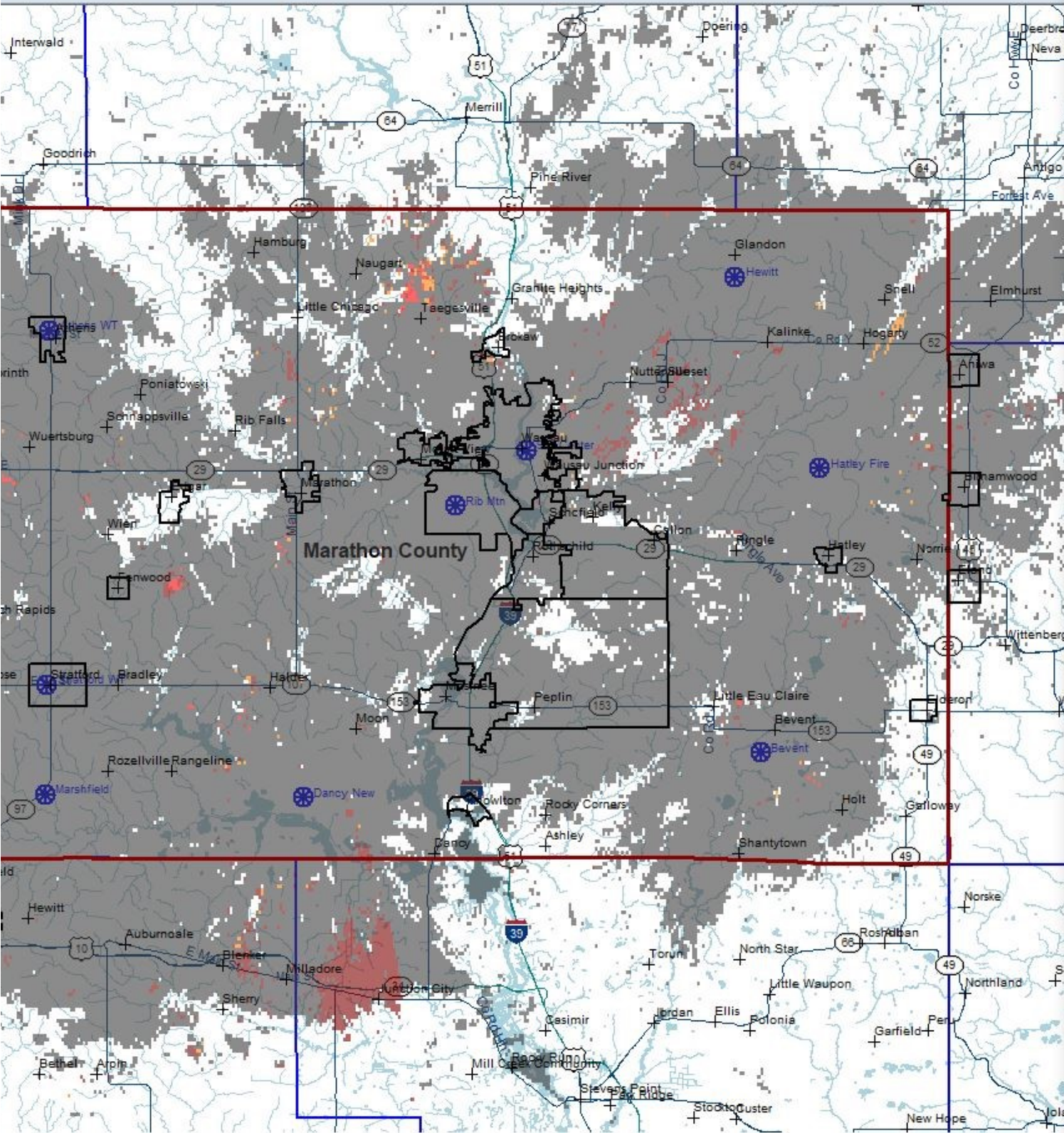
Figure: 11Site Marathon Co VHF Analog Simulcast Paging I

Service: Portable, Indoors, No SMA

Site ID	Site Name	Offset Delay
Hewitt	Hewitt	026 µs
Dancy New	Dancy New	000 µs
Wayside	Wayside	038 µs
Rib Mtn	Rib Mtn	000 µs
Spencer W	Spencer WT	052 µs
Athens WT	Athens WT	048 µs
Hatley Fire	Hatley Fire	024 µs
Bevent	Bevent	031 µs
Marshfield	Marshfield	048 µs
Stratford W	Stratford WT	050 µs
911 Center	911 Center	010 µs

- 2 Site: >67 µs & <10 dB
- 3 Site: >54 µs & <10 dB
- >3 Site: >40 µs & <10 dB

Boundary	< -98 dBm	2 Site	3 Site
Marathon_County	14.2%	0.7%	0.2%
Abbotsford_city	0.0%	0.5%	0.9%
Aniwa_village	0.0%	0.0%	0.0%
Athens_village	0.0%	0.0%	0.0%
Biramwood_village	3.8%	1.1%	0.3%
Brokaw_village	61.5%	4.6%	0.0%
Colby_city	0.0%	0.0%	0.0%
Dorchester_village	0.0%	0.0%	0.0%
Edgar_village	76.7%	0.0%	0.0%
Eland_village	41.3%	0.0%	0.0%
Elderon_village	92.9%	0.0%	0.0%
Fenwood_village	1.7%	0.0%	0.0%
Hatley_village	3.6%	0.0%	0.0%
Knowlton_CDP	64.5%	0.0%	0.0%
Kronenwetter_village	16.9%	0.0%	0.0%
Marathon_City_village	1.8%	0.0%	0.0%
Marshfield_city	1.6%	3.1%	0.0%
Mosinee_city	5.8%	0.0%	0.0%
Rib_Mountain_CDP	0.0%	0.2%	0.0%
Rothschild_village	12.3%	0.0%	0.0%
Schofield_city	0.0%	0.2%	0.0%
Spencer_village	0.0%	0.0%	0.0%
Stratford_village	0.2%	0.0%	0.0%
Unity_village	0.2%	0.0%	0.0%
Wausau_city	1.7%	0.1%	0.2%
Weston_village	7.6%	0.1%	0.1%





**RACOM Corporation**

Bounded Area P

Friday, December 06, 2019 14:37:31

Project: Marathon Co FD Paging

MBP: MG0087

File: C:\Users\matt.gebel\Desktop\Raptr Proj

Figure: Marathon Co VHF Analog Simulcast Pagi

Service: Portable, Indoors, No SMA

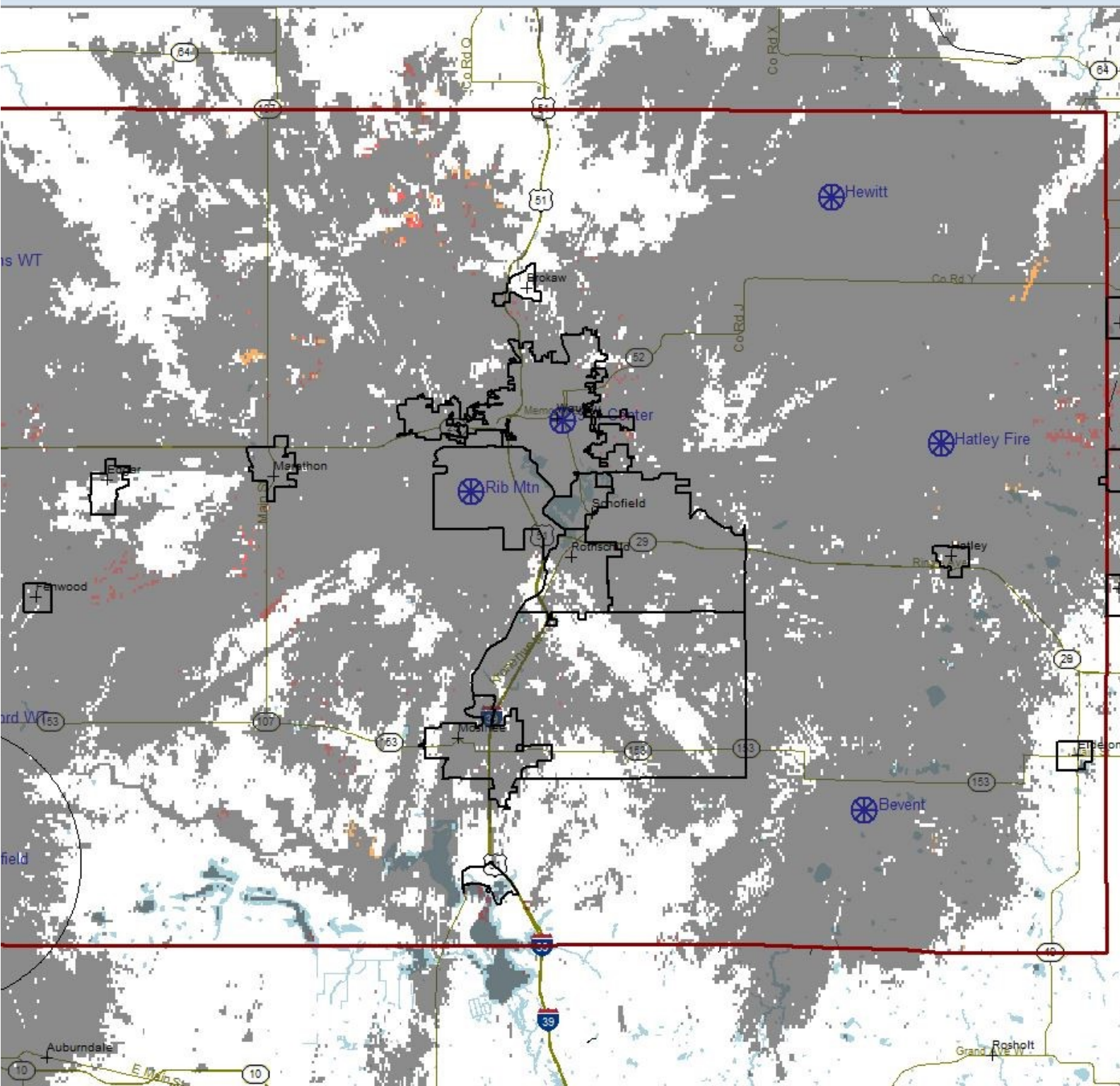
Site ID	Site Name	Offset D
Hewitt	Hewitt	026 μs
Wayside	Wayside	038 μs
Rib Mtn	Rib Mtn	000 μs
Spencer W	Spencer WT	052 μs
Athens WT	Athens WT	048 μs
Hatley Fire	Hatley Fire	024 μs
Bevent	Bevent	031 μs
Marshfield	Marshfield	048 μs
Stratford W	Stratford WT	050 μs
911 Center	911 Center	000 μs

2 Site: &gt;67 μs &amp; &lt;10 dB

3 Site: &gt;54 μs &amp; &lt;10 dB

&gt;3 Site: &gt;40 μs &amp; &lt;10 dB

Boundary	< -98 dBm	2 Site
Marathon_County	20.5%	0.5%
Abbotsford_city	0.0%	1.3%
Aniwa_village	0.0%	0.0%
Athens_village	0.0%	0.0%
Birmamwood_village	4.4%	7.4%
Brokaw_village	69.7%	0.2%
Colby_city	0.0%	0.0%
Dorchester_village	0.0%	0.5%
Edgar_village	60.8%	0.0%
Eland_village	40.5%	0.0%
Elderon_village	93.3%	0.0%
Fenwood_village	2.7%	0.0%
Hatley_village	5.1%	0.0%
Knowlton_CDP	83.4%	1.8%
Kronenwetter_village	33.7%	0.0%
Marathon_City_village	1.4%	0.0%
Marshfield_city	5.0%	5.0%
Medford_city	69.6%	4.3%
Mosinee_city	12.6%	0.2%
Rib_Mountain_CDP	0.0%	0.1%
Rothschild_village	23.8%	0.0%
Schofield_city	0.0%	0.1%
Spencer_village	0.0%	0.0%
Stetsonville_village	0.0%	0.0%
Stratford_village	0.2%	0.0%
Unity_village	4.1%	2.9%
Wausau_city	2.1%	0.4%
Weston_village	3.2%	0.0%
Marshfield_plus_5_miles	5.8%	0.3%





**Resolution # R- -22**

**A RESOLUTION AMENDING  
THE 2022 CAPITAL IMPROVEMENT BUDGET FOR PARKS DEPARTMENT MARATHON  
PARK WATER SERVICE DESIGN IN THE AMOUNT OF \$74,400 TRANSFER FROM THE  
2022 CONTINGENCY FUND**

- WHEREAS,** the Board of Supervisors of Marathon County approved the 2022–2026 Capital Improvement Program and Budget; and
- WHEREAS,** the Capital Improvement Program is a dynamic process and subject, pursuant to Resolution R-89-91, to periodic review and/or amendment; and,
- WHEREAS,** there is currently a need to amend the 2022 CIP to obtain funding for a Parks Department project Marathon Park Water Service Design in the 2022 CIP; and
- WHEREAS,** the total amount of the project will be \$74,400; and
- WHEREAS,** there is currently an unencumbered balance in the 2022 Contingency Fund; and
- WHEREAS,** there is a request to transfer from the 2022 Contingency Fund the amount of \$74,400 to cover the cost of the Parks Department Marathon Park Water Service Design project; and
- WHEREAS,** the Human Resources, Finance and Property Committee has reviewed the request and has recommended approval of the transfer from 2022 Contingency Fund in the amount of \$74,400; and
- WHEREAS,** the Human Resources, Finance and Property Committee has reviewed the request and has recommended approval to amend the 2022 CIP for the Parks Department Marathon Park Water Service Design project; and
- WHEREAS,** the Finance, Property and Facilities Committee of the Board of Supervisors of Marathon County recommends amending the 2022 Capital Improvement Program for the Parks Department Marathon Park Water Service Design project and transfer the funds from the 2022 Contingency Fund:
1. Fund \$74,400 from the 2022 Contingency Fund GL code 101 13199120
  2. 2022 CIP for the amount of \$74,400 in GL code 602 93898XXX Parks Study/Outlay

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors of the County of Marathon does hereby resolve and ordain to amend the 2022 Capital Improvement Program as indicated above.

Dated this 23rd day of August, 2022

HUMAN RESOURCES, FINANCE, AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____
_____	_____

Fiscal Impact: This reflects an amendment to the 2022 CIP Budget. The amendment will not add additional tax levy. The 2022 CIP be amended to record the additional funding from the 2022 Contingency Fund in the amount of \$74,400.



**AGENDA SUMMARY**

4A1. Discussion and Possible Action on Marathon Park Water Service Design

Wausau Water Works has given the County notice that the water service on the western half of Marathon Park does not meet current code and that if not corrected the water service will not be turned on in 2023. The water service in question serves the splash pad, midway restrooms and the campground. The service terminates at the campground and is winterized each year. The system is currently underground however it is not deep enough and requires an above ground cleanout if it is to continue to only be a seasonal service. The system could also be looped into the City water system to meet current code. Wausau Water Works allowed the water to be turned on for 2022 and required clean water testing. Testing was completed and the system is operational. Per State Statute campgrounds require a potable water source or it cannot be open to the public.

The age of the water system in Marathon Park is old however the exact age is unknown. To determine what corrections need to be completed the system will be mapped and a design, plans and specifications will be prepared for bidding. Request for Proposals were solicited and one firm submitted a proposal. We did hear from one other firm that they did not submit a proposal based on their current work load. This project was not anticipated for 2022 and therefore funding was not allocated for the design, plans and specifications. Staff has identified approximately \$21,000 in the 2022 operating budget that can be utilized for this project. Staff is requesting a 2022 Capital Improvement Plan (CIP) budget amendment utilizing contingency funds for the remaining amount of \$74,400. Staff will also submit a 2023 CIP project for the construction of the system. A cost estimate for the construction will be determine during the design phase. The plan for construction is to bid the work in January/February of 2023, begin construction in April/May of 2023 (weather dependent) and completion in July 2023 prior to the Wisconsin Valley Fair.

Staff is requesting that the Human Resources and Finance Committee support the 2022 CIP budget amendment allocating \$74,400 of contingency funds to the Marathon Park Water Service Design and recommend approval of this project to the County Board. Both the Park Commission and Environmental Resources Committee have reviewed this request and have recommended approval to the Human Resources and Finance Committee.



# Compensation Study Update

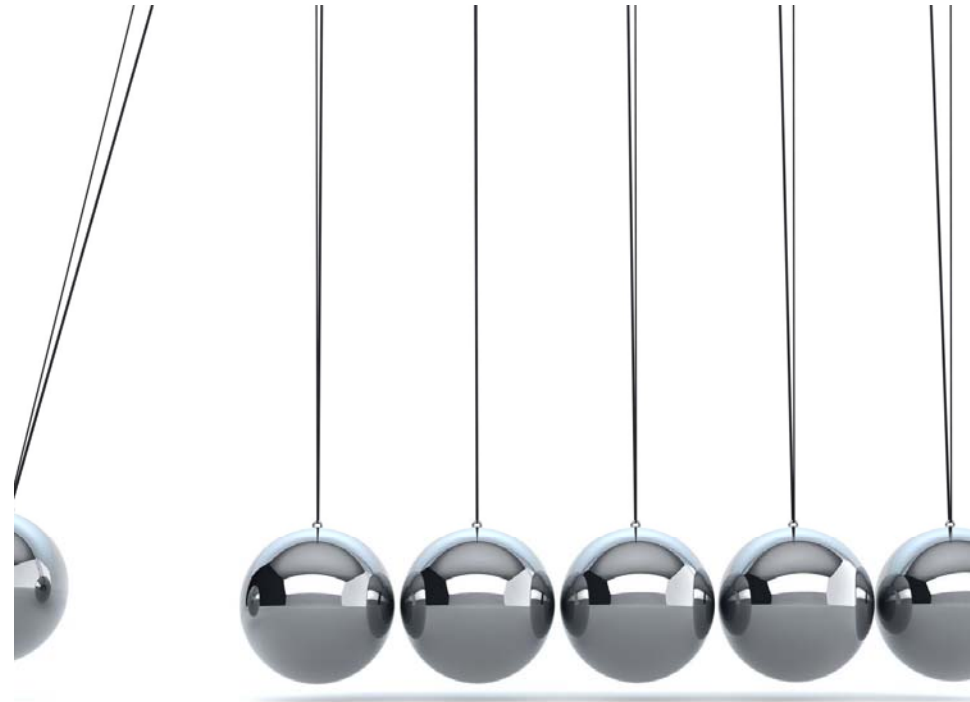
August 10, 2022



# About Us

Celebrating 21 Years

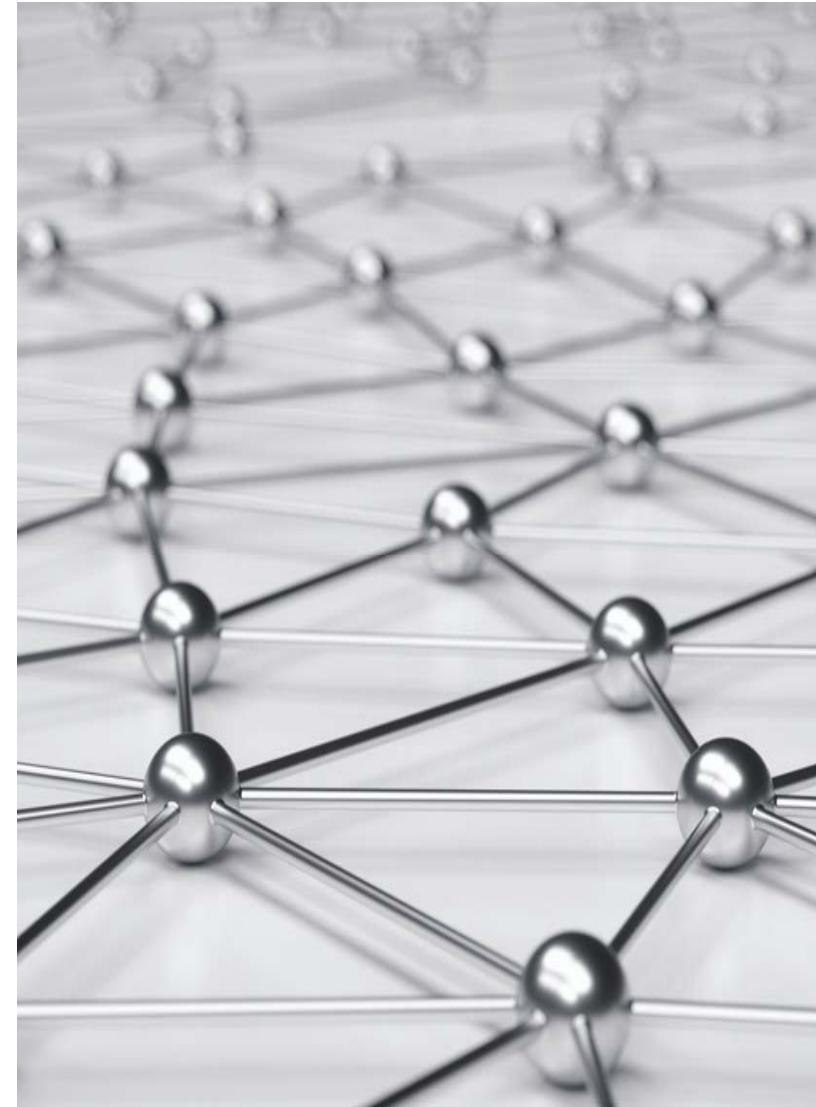
- McGrath Consulting Established in 2000
  - Sept 2012 – McGrath Human Resources Group
  - 400 Clients in 42 States Companywide
- Public Sector Consultants
  - Human Resources
  - Public Safety (Police, Fire, EMS, Dispatch)
- Specializing In
  - Compensation Studies
  - Performance Management
  - Development of Policies and Procedures/Handbooks



# Study Objectives

The objective of the study is to ensure a compensation plan that:

- Attracts a qualified workforce and retains motivated employees
- Enables Marathon County to maintain a competitive position with other comparable municipalities and private companies within the same geographic area
- Ensures internal equity among employees across all county departments
- Complies with applicable laws, regulations, and procedures
- Establishes easily maintained practices and policies to continue to meet the aforementioned objectives in future years

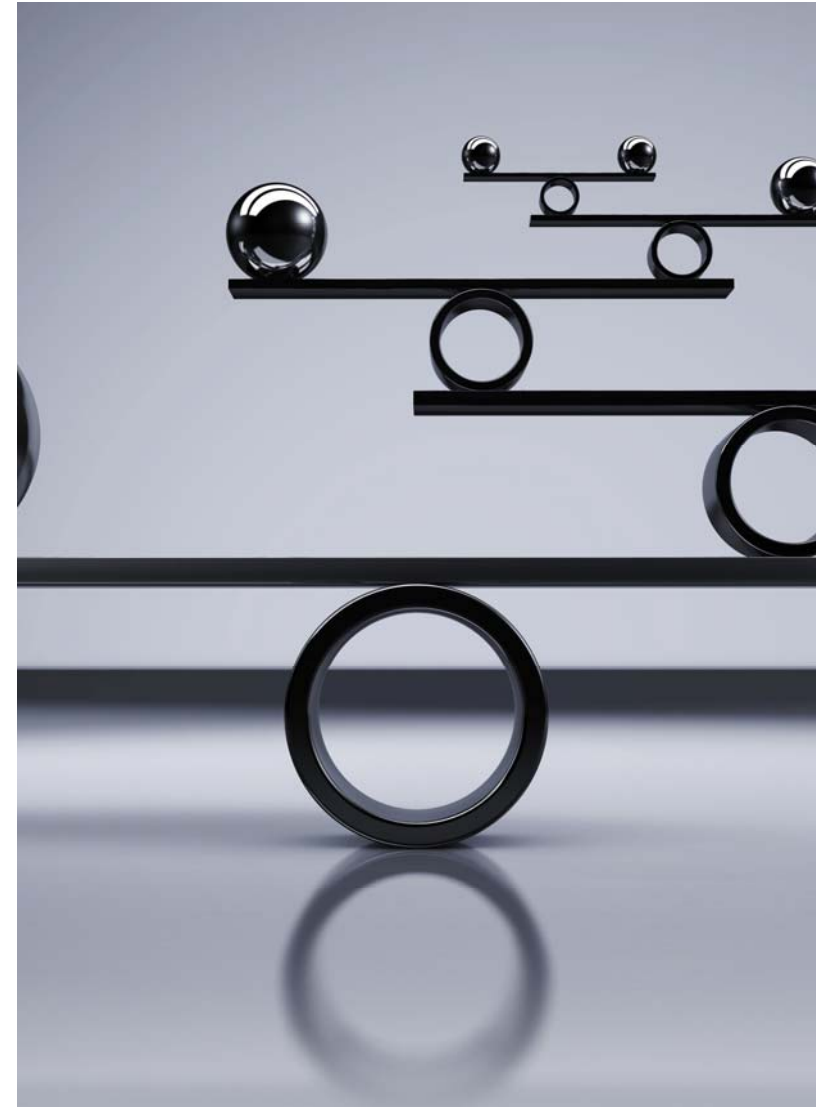


# Methodology (to date)

- Interviews with County Administration, Human Resources, Department Heads and Managers.
- Review of data from current Compensation System, current job descriptions, and current policies.
- All positions requested to complete a Position Questionnaire (PQ). At least one (1) PQ was required per position regardless of Classification Title.
- Solicited compensation data from public organizations and private businesses (Minimum, Midpoint, Maximum, and Incumbent Salary).



# Public Comparable Organizations



## COMPARABLE ORGANIZATIONS

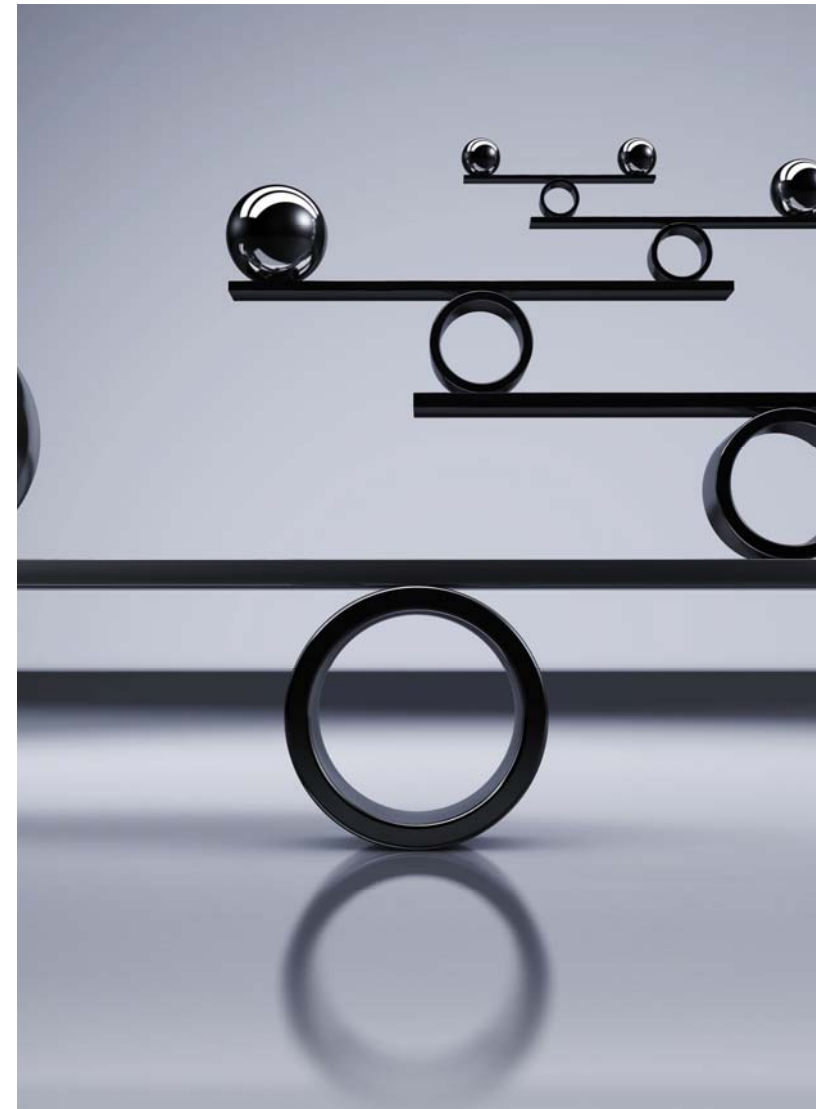
Brown County	City of Duluth MN
Dane County *	City of Rochester MN
Calumet County	Quad Cities International Airport
Chippewa County	WI DNR
Clark County	City of Eau Claire *
Eau Claire County *	City of Green Bay
Fond du Lac County	City of Wausau *
Kenosha County	City of Schofield
La Crosse County	City of Rothschild
Langlade County	Town of Mosinee
Lincoln County	Town of Rib Mountain
Outagamie County *	Village of Edgar
Portage County *	Village of Kronenwetter
Rock County *	Village of Stratford
Sheboygan County	Village of Weston
Walworth County	Racine Public Library
Washington County	Kenosha Public Library
Waukesha County	Appleton Public Library *
Winnebago County *	North Central Health Care
Wood County	

\* Comparable currently or scheduled to perform a Market Update or full Compensation Study

# Market Analysis

## Comp Ratio

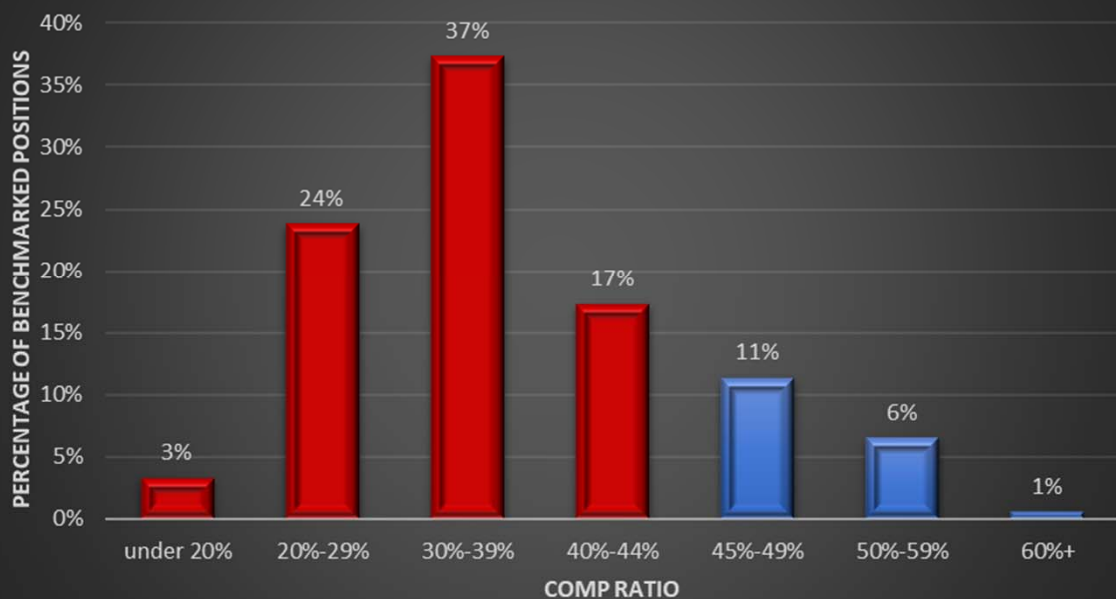
- A comparison of the County's Salary Range and/or salaries to the “Market”
- Average Market Rate: 50%
- Acceptable Comp Ratio Range: 45% - 60%
  - Review positions in lower part of range for risk of falling too low in near future





# Minimum Rate Analysis

Comp Ratio - Average Minimum Rates



Rounding may not result in 100%

81% below Average Market Minimum

18% aligned to Average Market Minimum

- 7% of positions have a Comp Ratio of 50% or above

County currently hires above Minimum

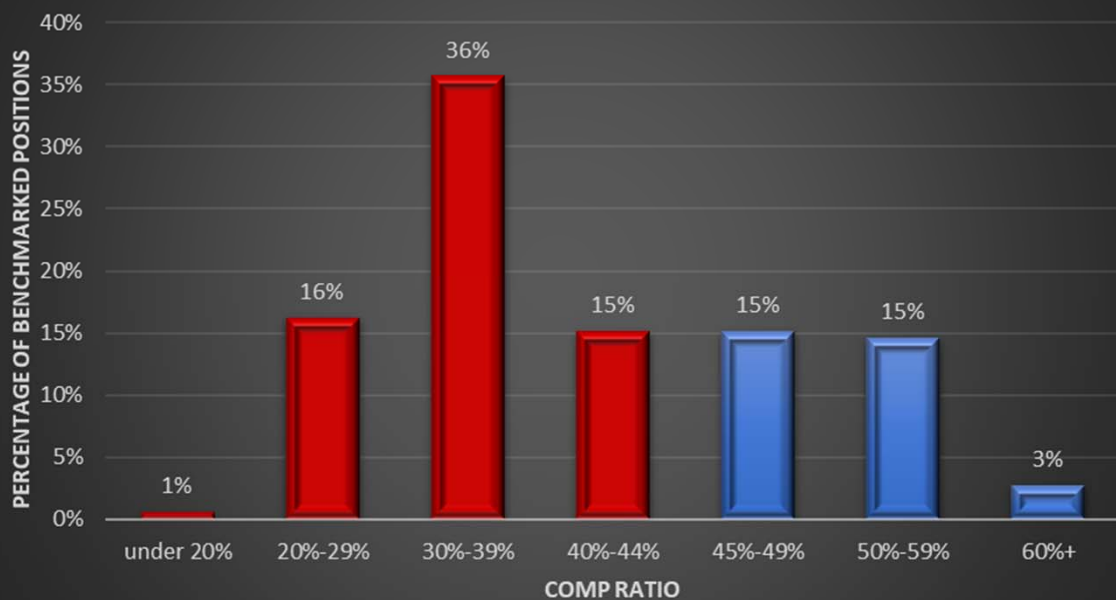
County has not adjusted Minimum rate in 10 years



# Midpoint Analysis

“Presumed Market”

### Comp Ratio - Average Market Midpoint



68% below Average Market Midpoint

33% aligned to Average Market Midpoint

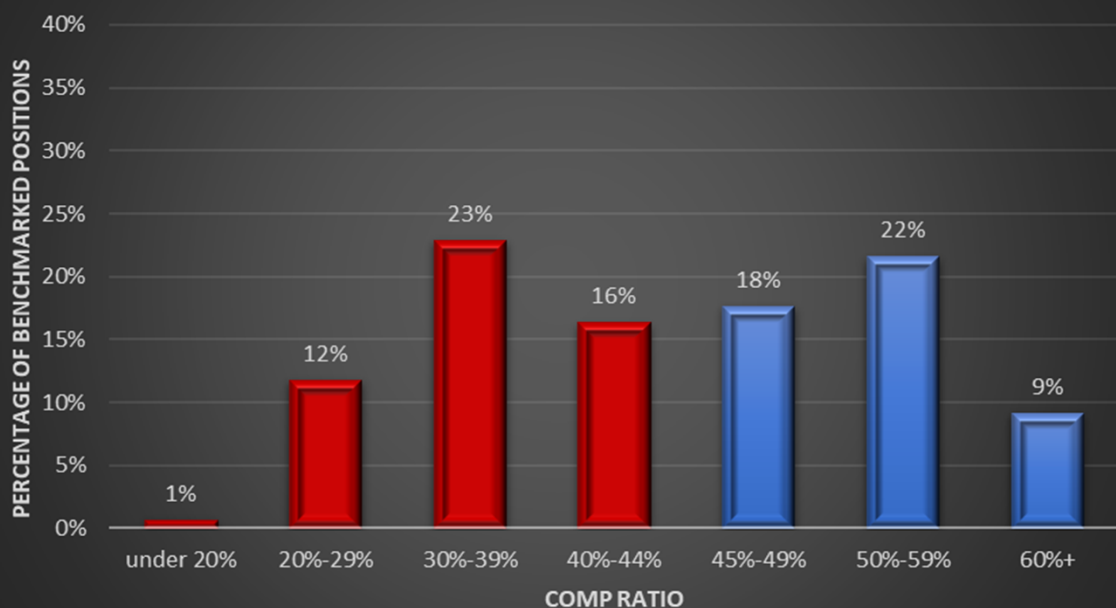
- 18% of positions have a Comp Ratio of 50% or above

Rounding may not result in 100%

# Incumbent Analysis

Is most reflective of current market

### Comp Ratio - Average Incumbent to Market



52% below Average Market

49% aligned to Average Market

- 31% of positions have a Comp Ratio of 50% or above

Tenure, frequency of salary adjustments, and performance impacts these findings

- 33% current work force has less than 4 years with County
- 45% current workforce in current position less than 4 years
- Retention declines with tenure

Rounding may not result in 100%

# Constructing the New Salary Schedule

## Compensation Philosophy

An organization's commitment of compensation for its employees. The goal of a compensation philosophy (and practice) is to attract, retain, and motivate qualified people. A consistent philosophy sets the direction for determining the compensation package to offer employees and should align with the overall Mission of the organization.

### 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.*

### Marathon County Strategic Plan (2018-2022)

**Marathon County's goal is to be the healthiest, safest, and most prosperous county in Wisconsin.**

# Next Steps

1. Rebuild Compensation System **Goal: end of August**
2. Build Cost Estimate for Implementation **Goal: end of August**
3. Meet with County Administration and each Department Head to review and finalize position placements **Goal: first week of September**
4. Finalization of Schedule **Goal: mid/late September**



# Questions