



OFFICE OF KIM TRUEBLOOD
COUNTY CLERK
MARATHON COUNTY



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.

An educational meeting of the MARATHON COUNTY BOARD OF SUPERVISORS will be held at the Marathon County Courthouse, Assembly Room, 500 Forest Street, in the City of Wausau, at 7:00 p.m. on October 20, 2022.

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

1-408-418-9388 Access code: 146 235 4571

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

AMENDED AGENDA

- 1. Meeting called to order at 7:00 p.m. by Chairperson Gibbs, the agenda being duly signed and posted
2. Pledge of Allegiance to the Flag; Followed by a Moment of Silence/Reflection
3. Reading of Notice
4. Request to Silence Cell Phones and Other Electronic Devices
5. Roll Call
6. Acknowledgement of Visitors
7. 15 Minute Public Comment (Any person who wishes to address the County Board, or one of its committees, during the "Public Comment" portion of meetings, must provide his or her name, address, and the topic he or she wishes to present to the Marathon County Clerk, or chair of the committee, no later than five minutes before the start of the meeting.)
8. Educational Presentations/Reports:
a) 2023 Budget Message and Process
b) Standing Committee Chairs or Designees
9. Review and discussion of Tuesday meeting agenda items:
a) Ordinances
1. Town of Spencer Rezone - Larry and Patricia Lang #O-26-22
2. Town of McMillan Rezone - Tim Vreeland for Don Sebastian #O-27-22
3. Town of Holton Rezone - Jason Pflieger for Daniel & Jennifer Schreiber #O-28-22
4. Revisions to Marathon County General Code Chapter 6 #O-29-22

SIGNED: Chair Kurt Gibbs
Presiding Officer or Designee

EMAILED TO: Wausau Daily Herald, City Pages, and other Media Groups
EMAILED BY:
DATE & TIME:

NOTICE POSTED AT COURTHOUSE
BY:
DATE & TIME:

b) Resolutions

1. Human Resources, Finance, and Property Committee

- A. Approve 2022 Budget Transfers for Marathon County Department Appropriations #R-58-22
- B. Approve and Authorize the Implementation of the Class Compensation Plan Created by McGrath Consulting Group, Inc. #R-59-22

2. Infrastructure Committee:

- A. Approval of Jurisdictional Transfer of Portion of County Highway B #R-60-22

3. Public Safety Committee:

- A. Adopting the Marathon County All Hazards Mitigation Plan Update #R-61-22
- B. Resolution requesting the State of Wisconsin to review and revise the Entry-Level Compensation Rate for Assistant District Attorneys #R-62-22
- C. To Adopt an Emergency Management Plan for Marathon County – 2022 #R-63-22

10. Announcements and/or Requests

11. Adjourn

*Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 261-1500 or e-mail [countyclerk@co.marathon.wi.us](mailto:countyclerk@co.marathon.wi.us) one business day before the meeting.*



# 2023 ANNUAL BUDGET

**Please click the link below to access the  
Administrator's 2023 Budget Message.**

<https://www.co.marathon.wi.us/Portals/0/Departments/CAD/Documents/2023-Administrators%20Budget-FINAL-111222-red.pdf>

2023



**RESOLUTION #R-\_\_-22**  
**Budget and Property Tax Levy Resolution**

**WHEREAS**, the Wisconsin Department of Revenue has made available the Statistical Report on Equalized Value of Marathon County for 2022 which sets the Equalized Value of Marathon County for taxing purposes at \$13,074,169,600; and,

**WHEREAS**, for purposes of satisfying the requirements of the state imposed Tax Rate Freeze formula, this budget is in compliance with Wis. Statute 59.605; and,

**WHEREAS**, the County Board of Supervisors and the Human Resources, Finance and Property Committee have occasional requests to provide funding for the community including allowable expenditures under various Wisconsin Statutes; and,

**WHEREAS**, the County is interested in a method of having the Human Resources and Finance and Property Committee review these requests on a timely basis; and,

**NOW, THEREFORE, BE IT RESOLVED** for the budget year 2023 that the sum of \$50,000 be authorized from the Contingent Fund and placed into a separate expenditure line item to be used by the Committee on a discretionary basis using a standard application process; and

**BE IT FURTHER RESOLVED** that any amendments subsequent to budget publications have resulted in the following changes and/or corrections to be incorporated as amendments into the proposed 2023 budget for the fiscal year beginning January 1, 2023:

<u>Budget Changes to Tax Levy</u>	<u>Original</u>	<u>Will Be</u>	<u>Tax Levy Change</u>	<u>Tax Rate Change</u>
I. Operating Levy	50,160,484			
II. Special Purpose Levy-bridge aid	612,500			
II. Special Purpose Levy-library	3,389,685			
III. Debt Levy	4,284,562			

Budget Changes to Capital Improvement Plan

Budget Changes from Separate Resolutions

Budget Changes to non-tax Levy Department

Special Education (School fiscal period July 1, 2022 through June 30, 2023)	
Revenues	\$ 10,113,922
Expenditures	\$ 10,113,922

**AND, BE IT FURTHER RESOLVED** that the Marathon County Board of Supervisors does hereby adopt the 2023 Marathon County Budget of \$218,478,022 including departmental appropriations, revenues and use of fund equity as proposed by the Human Resources and Finance and Property Committee during a series of budget meetings in October and as set forth in the attached document entitled, (BDGT1) Adopted Budget - Orgn 1 excluding Fund 998, and that the same budget passed and approved by appropriation unit and allocated from its present form and format as established by the Uniform Chart of Accounts for Wisconsin Counties as developed by the Wisconsin Departments of Revenue and Transportation, in programmatic format; and

**BE IT FURTHER RESOLVED** that the Marathon County Board of Supervisors does hereby authorize a property tax levy in the amount of \$58,447,231 in support of the 2023 budget and that the County Clerk is hereby directed to levy the required taxes against all the taxable property in Marathon County for every appropriation named therein except as otherwise provided and to levy special assessments and charges against the respective municipalities as provided by law; and

**BE IT FURTHER RESOLVED** that for the purpose of clarity the above referenced property tax levy includes:

A tax in the amount of \$612,500 for county bridge tax as set forth in Wis. Statute 81.38 to be levied against the taxable property of Marathon County, excepting the Cities of Abbotsford and Colby, and the Villages of Birnamwood, Dorchester, Elderon, Rothschild, Spencer, Unity and Weston; and

A tax in the amount of \$3,286,685 for County library operations budget and \$103,000 for County library building maintenance tax as set forth in Wis. Statute 43.64(1) to be levied against the taxable property of Marathon County, excepting the Cities of Abbotsford, Colby, Marshfield and the Town of McMillan.

**BE IT FURTHER RESOLVED AND UNDERSTOOD** that the budget includes an appropriation of \$ 4,781,203 for North Central Health Care Facility (NCHCF); and

**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 in payment of specific items included in this budget as provided by law and at the request of any organization for which appropriations have been made.

**DATED:** November 10, 2022.

**HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE**

_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_

Fiscal Impact: This sets the 2023 Budget.

2023 Marathon Co Estimated Tax Levy	11/8/2021 2022	10/17/2022 2023
Net New Construction (NNC) Plus Terminated TID	1.942% 0.075%	1.728% 0.002%
<b>Net New Construction (NNC) and Terminated TID</b>	<b>2.017%</b>	<b>1.730%</b>
<b>Equalized Value for County Apportionment</b>	<b>2.47%</b>	<b>11.35%</b>

	ADOPTED 2022	FINANCE COMM 2023
General Fund	33,797,465	36,993,077
Social Improvement	7,345,562	7,410,128
Capital Improvement	<b>1,044,731</b>	-
Highway	9,391,485	9,759,464
<b>TOTAL OPERATING LEVY</b>	<b>51,579,243</b>	<b>54,162,669</b>

Less: Special charges/personal property adjustment

Less: Bridge Aid*	(480,000)	(612,500)	
Less Adjustment 2020 Library levy	(3,664,309)	(3,389,685)	LEVY LIMIT
<b>OPERATING LEVY</b>	<b>47,434,934</b>	<b>50,160,484</b>	<b>50,160,484</b>

<b>DEBT SERVICE</b>	<b>1,869,481</b>	<b>4,284,562</b>	<b>TOTAL DEBT SERVICE PAID LEVY</b>
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<b>ALLOWABLE LEVY FOR LEVY LIMIT</b>	<b>49,304,415</b>	<b>54,445,046</b>	50,160,484
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Add: Bridge Aid-Estimate 2022	480,000	612,500
Add: Adjustment to Op levy		
<b>ADJ Library Aid</b>	<b>3,664,309</b>	<b>3,389,685</b>

<b>TOTAL LEVY</b>	<b>53,448,724</b>	<b>58,447,231</b>
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			Increase/(decrease) in Tax Levy 2023 over 2022
<b>EQUALIZED VALUE</b>	<b>11,742,048,800</b>	<b>13,074,169,600</b>	
Operating levy rate	0.00404	0.00384	9.4%
Debt	0.00016	0.00033	4,998,507
Special	0.00035	0.00031	
total levy rate	0.00455	0.00447	Increase/(decrease) Tax Rate 2023 over 2022
<b>Line 27-Tax Levy Rate</b>	<b>\$ 4.55</b>	<b>\$ 4.47</b>	<b>\$ (0.08)</b>

TYPE	DEPARTMENT	PROEJCT REQUEST COST	YEARS PREVIOUSLY FUNDED	SSIGNED	PROJECT DESCRIPTION	FUNDING SOURCES								
						CIP Fund Balance	Tax Levy	Grant Funding	ARPA	HIGHWAY fund balance	Registration Fees	Other	Un-Funded	TOTAL
<b>PROJECTS NOT FUNDED BY CIP</b>														
Imp	HWY	\$7,246,115	Recurring	N/A	Bituminous Surfacing.		\$3,120,629	\$403,595		\$761,891	\$2,960,000			\$7,246,115
Imp	HWY	\$400,000	Recurring	N/A	Replace and Rehabilitate County Bridges and Culverts.		\$400,000							\$400,000
Imp	HWY	\$225,000	Recurring	N/A	Replace and Rehabilitate Federally Funded Bridges and Culverts.		\$225,000							\$225,000
Imp	HWY	\$612,500	Recurring	N/A	Culverts / Bridges Aid.		\$612,500							\$612,500
Imp	CWA	\$400,000	INFO ONLY	N/A	CWA Terminal Area Master Plan - Study.							\$400,000		\$400,000
Imp	Solid Waste	\$625,000	INFO ONLY	N/A	Gas and Condensate Collection System Flare Station.							\$625,000		\$625,000
Imp	Solid Waste	\$200,000	INFO ONLY	N/A	Gas Well Installation.							\$200,000		\$200,000
Imp	Solid Waste	\$1,595,000	INFO ONLY	N/A	Rolling Stock.							\$1,595,000		\$1,595,000
	<b>Sub Total</b>	<b>\$11,303,615</b>												<b>\$11,303,615</b>
<b>RECURRING PROJECTS</b>														
Imp	FCM	\$50,000	Recurring		County Facility Parking Lot Fund s/b @ \$50,000.	\$50,000								\$50,000
	<b>Sub Total</b>	<b>\$50,000</b>												<b>\$50,000</b>
<b>TECHNOLOGY PROJECTS</b>														
Equip	CCIT	\$166,000	Recurring		PC Upgrade Fund.	\$166,000								\$166,000
Equip	CCIT	\$101,000	Recurring		Network / Server Upgrade Fund.	\$101,000								\$101,000
Equip	CCIT	\$40,000	Recurring		Video Equipment Upgrade Fund.	\$40,000								\$40,000
Equip	CCIT	\$40,000	Recurring		Voice Equipment / Phone System Upgrade Fund.	\$40,000								\$40,000
Equip	CCIT	\$31,000	End of Life	23IT-05C	County Board iPad Refresh for Marathon County Board.	\$31,000								\$31,000
Equip	CCIT	\$35,000	End of Life	23IT-02C	Phone Replacements. See Attahced Note - Can this be Funded	\$35,000								\$35,000
Equip	CCIT	\$436,454	New	23IT-04C	Artic Wolf - Security Incident Event Monitor - SIEM.	\$436,454								\$436,454
Equip	CCIT	\$66,000	New	23IT-03C	Upgrade of Sheriff Mobile Devices and Genetec Computers for	\$66,000								\$66,000
Equip	CCIT	\$60,000	New	23IT-01C	Additional Digital Evidence Storage and Backup.	\$60,000								\$60,000
	<b>Sub Total</b>	<b>\$975,454</b>												<b>\$975,454</b>
<b>ROLLING STOCK</b>														
Equip	EM-ON HOLD	\$65,000	Rolling	23EM-01R	Rolling Stock.							\$65,000		\$65,000
Equip	FCM - ONHOLD	\$115,000	Rolling	23BM-02R	Rolling Stock.							\$115,000		\$115,000
Equip	FCM / CPZ	\$52,876	Recurring	23BM01R	Rolling Stock Lease - Enterprise Fleet Management.	\$52,876								\$52,876
Equip	PR&F	\$173,460	Recurring	23PO-01R	Rolling Stock Fund s/b @ \$173,460.	\$173,460								\$173,460
Equip	Sheriff	\$333,696	Recurring	23SH-01R	Rolling Stock Fund s/b @ \$333,696.	\$333,696								\$333,696
Equip	HWY	\$957,600	Recurring	23HI-01R	Rolling Stock Fund s/b @ \$957,600.	\$805,007				\$152,593				\$957,600
	<b>Sub Total</b>	<b>\$1,697,632</b>												<b>\$1,697,632</b>

MAIN / END OF LIFE / REGULATORY														
Imp	Parks	\$950,000	Mandatory	23PO-01C	Marathon Parks - Water System Compliance.				\$950,000			\$950,000		
Imp	FCM	\$523,374	Mandatory	23BM-01C	Demolition of Cold Storage at 1212 West Street - PGA.	\$523,374						\$523,374		
Imp	FCM	\$275,000	End of Life	23BM-05C	Design at Library for Chiller Replacement.	\$275,000						\$275,000		
Imp	Parks	\$115,000	End of Life	23PO-06C	Dells of Eau Claire Beach Parking Lot Pavement Replacement.	\$115,000						\$115,000		
Imp	UW	\$104,500	End of Life	23UM-01C	Fire Alarm System Upgrade.	\$104,500						\$104,500		
Imp	UW	\$83,000	End of Life	23UM-02C	Concourse Roof Replacement - at Wausau Main Building - 518 S 7th Ave Wausau.	\$83,000						\$83,000		
Imp	FCM	\$1,345,000	End of Life	23BM-02C	Courthouse North End Envelope Replacement.	\$1,345,000						\$1,345,000		
Imp	FCM	\$78,500	End of Life	23BM-06C	Courthouse air handling	\$78,500						\$78,500		
Imp	FCM	\$498,872	End of Life	23BM-04C	EPDM Roof Replacement - South Courthouse.	\$498,872						\$498,872		
Imp	Highway	\$5,106,534	End of Life	23HI-01C	County Road K - Decatur Drive to North County Line.				\$5,106,534			\$5,106,534		
Imp	Highway	\$525,730	End of Life	23HI-02C	County Road H - Willow Creek.				\$525,730			\$525,730		
Imp	Highway	\$217,820	End of Life	23HI-03C	County Road T - South County Line to STH 97.				\$217,820			\$217,820		
Imp	Highway	\$957,567	End of Life	23HI-04C	County Road J - STH 153 to STH 29.				\$957,567			\$957,567		
Imp	Highway	\$536,038	End of Life	23HI-05C	County Road X - STH 153 to Wood Road.				\$536,038			\$536,038		
Imp	Parks	\$750,000	End of Life	ARPA	Big Eau Pleine Shower / Restroom Facility Enhancement.						\$750,000	\$750,000		
Imp	Parks	\$850,000	End of Life	ARPA	9 Mile Chalet Renovation Including Water and Sewer Enhancements.						\$850,000	\$850,000		
Imp	Parks	\$675,000	End of Life	ARPA	Dells of Eau Claire Restroom and Shower Facility Lift Station and Camper Cabins.						\$675,000	\$675,000		
Imp	Parks	\$180,000	Recurring	23PO-02C	Playground Replacement at Marathon Park Campground - Amco.	\$180,000						\$180,000		
Imp	Parks	\$125,000	Recurring	23PO-03C	Restroom Vault Toilet Replacement at DC Everest Park.	\$125,000						\$125,000		
Imp	FCM	\$100,000	New	23BM-03C	Design & CM for 1100 and 1200 Lakeview Drive as Part of the Ongoing Remodeling Project to Move MC Depts to the Campus.	\$100,000						\$100,000		
Imp	FCM	\$147,450	New	23BM-07C	Domestic Hot Water at 1100 Lakeview Design.	\$147,450						\$147,450		
Imp	Sheriff	\$300,000	New	23SH-02C	Jail Property and Person Scanner				\$300,000			\$300,000		
Imp	FCM	\$91,300	New	23BM-08C	LVPP Parking Lot Replacement - South Side.	\$91,300						\$91,300		
Imp	FCM	\$65,000	New	23BM-09C	Courtrooms 2, 3, 5 Carpet Replacement. In Courtrooms Only - Not the Chambers.	\$65,000						\$65,000		
Imp	Highway	\$296,441			Town of Emmet, Eau Pleine park MOVED FROM Highway 278				\$296,441			\$296,441		
Imp	Highway	\$250,000			Land acquisition-Highway MOVED From HWY 284						\$250,000	\$250,000		
	UW	\$425,000	Postpone	23UM-03C	LWSP at Wausau Kitchen, Dining Area, Auditorium, Student Union and Planetarium Space Building Space 2024						\$425,000	\$425,000		
Imp	Sheriff	\$3,217,500	Postpone	23SH-01C	Public Safety Training and Response Center at Packer Drive and 72nd Ave - SE Corner. See Attached Note - Recommend Design for \$300,000 to Follow Procurement Code for Construction Delivery Methods. 2024						\$3,217,500	\$3,217,500		
Imp	Parks	\$1,135,000	Postpone	23PO-04C	Sunnyvale Softball Field Light Replacement. See Note. Recommend an Usage Review for Justification of the Project. 2024						\$1,135,000	\$1,135,000		
	Parks	\$300,000	Postpone/New	23PO-07C	Marathon Park Design and Construction Plan Development - Westside Master Plan Area. 2024 Project. See Note Att.						\$300,000	\$300,000		
Imp	CPZ	\$400,000	Postpone	23CP-01C	Marathon County Groundwater Plan - throughout County-delay until 2024						\$400,000	\$400,000		
Imp	DA	\$96,602	Postpone	23DA-01C	Victim Witness Remodel/Expansion delay until 2024						\$96,602	\$96,602		
	<b>Sub Total</b>	<b>\$20,721,228</b>										<b>\$20,721,228</b>		
<b>2023 Total of All Project Requests</b>		<b>\$34,747,929</b>				<b>\$6,122,489</b>	<b>\$4,358,129</b>	<b>\$403,595</b>	<b>\$950,000</b>	<b>\$8,554,614</b>	<b>\$2,960,000</b>	<b>\$3,120,000</b>	<b>\$8,279,102</b>	<b>\$34,747,929</b>
Type: Equip = Equipment Imp = Improvement Bldg = Building						Total Amount Funded from 2023 CIP	Total Amount from Tax Levy	Total Amount from Grant Funding	ARPA	Total Amount From Fund Balance	Total Amount from Registration Fees	Total Amt from Other Funding Sources	Total Amount Not Funded	Total Amount of all Project Requests (Info, Funded & Un-Funded)



**ORDINANCE # O - 26 -22**

**Town of Spencer Rezone**

WHEREAS, the Marathon County Board of Supervisors has been petitioned to amend the General Code of Ordinances for Marathon County Chapter 17 Zoning Code by Larry and Patricia Lang to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential as described as part of the Southeast 1/4 of the Southwest ¼ of Section 22, Township 26 North, Range 2 East, Town of Spencer. The area proposed to be rezoned is as described as Lot 1 and 2 of the preliminary CSM. Parent Parcel #074.2602.223.0984.

WHEREAS, the petition was referred to the Marathon County Environmental Resources Committee (the Committee) for public hearing; and

WHEREAS, the Committee, on due notice, conducted a public hearing thereon, pursuant to Section 59.69, Wisconsin Statutes on October 4, 2022 to consider the petition to amend Chapter 17; and

WHEREAS, the Committee being duly informed of the facts pertinent to the changes proposed, having reviewed the staff report, and duly advised of the recommendations of the Town of Spencer hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, BE IT RESOLVED, the County Board of Supervisors of the County of Marathon does ordain as follows: The General Code of Ordinances for Marathon County Chapter 17 Zoning Code (and accompanying Zoning Map) is amended as stated above.

Dated this 4<sup>th</sup> day of October, 2022

**ENVIRONMENTAL RESOURCES COMMITTEE**



Jacob Langenhahn, Chair



Allen Drabek, Vice Chair



Rick Seefeldt



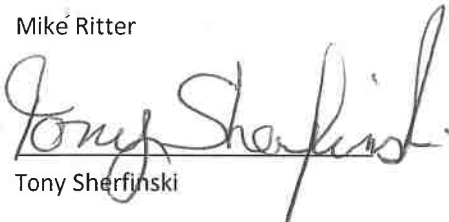
David Oberbeck



Mike Ritter



Andrew Venzke



Tony Sherfinski



Kim Ungerer



Rodney Roskopf

\_\_\_\_\_  
Kurt Gibbs – Marathon County Board Chair

Dated this 4th day of October, 2022

RESOLUTION ON ZONING ORDINANCE AMENDMENT

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Dennis Gonnering, Clerk of the Town of Spencer, Marathon County, State of Wisconsin, do hereby certify that the following is a true and correct copy of a resolution adopted by the Town of Spencer Town Board at a meeting held on the 13th day of September, 2022.

RESOLUTION

WHEREAS, Section 59.69(5)(e)3., Wisconsin Statutes, provides that if a town affected by a proposed amendment disapproves of the proposed amendment, the town board may file a certified copy of a resolution adopted by such board disapproving of the petition with the Environmental Resources Committee prior to, at or within ten (10) days after the public hearing, and

WHEREAS, if the town board of the town affected in the case of an ordinance relating to the location of boundaries of districts files such a resolution, the Environmental Resources Committee may not recommend to the County Board approval of the petition without change, but may only recommend approval with change or recommend disapproval.

NOW, THEREFORE BE IT RESOLVED that the Town of Spencer Town Board considered on the 13th day of September, 2022, petition of Larry and Patricia Lang to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential as described as part of the Southeast 1/4 of the Southwest 1/4 of Section 22, Township 26 North, Range 2 East, Town of Spencer. The area proposed to be rezoned is as described as Lot 1 and 2 of the preliminary CSM. Parent Parcel #074.2602.223.0984

The Town of Spencer hereby has considered the following standards for rezoning above property (use additional sheets if necessary):

- 1) Has the applicant provided what public facilities and/or services currently serve the proposed development, what additional services may be required, and how the additional services will be provided? [ ] No [X] Yes Explain:
2) Has the applicant demonstrated how the provision of the public facilities will not be an unreasonable burden to local government? [ ] No [X] Yes Explain:
3) Has the applicant determined that the land is suitable for the development proposed? Explain. [ ] No [X] Yes Explain:
4) Has the applicant demonstrated what will have to be done so the development will not cause unreasonable air and water pollution, soil erosion, or adverse effects on rare or irreplaceable natural areas? Explain. [ ] No [X] Yes Explain:
5) Is there any potential for conflict with existing land uses in the area? [ ] No [X] Yes Explain:

- 6) **Has the applicant demonstrated the need for the proposed development at this location? Explain.**  
 No  Yes Explain: \_\_\_\_\_
- 7) **Has the applicant demonstrated the availability of alternative locations? Be specific**  
 No  Yes Explain: \_\_\_\_\_
- 8) **Is cropland is being consumed by this zone change? What is the productivity of the agricultural lands involved?**  
 No  Yes Explain: \_\_\_\_\_
- 9) **Has the applicant explained how the proposed development will be located to minimize the amount of agricultural land converted?**  
 No  Yes Explain: \_\_\_\_\_
- 10) **Is proposed rezone request consistent with the town's adopted Comprehensive Plan? Explain.**  
 No  Yes Explain: \_\_\_\_\_
- 11) **Is there anything else the Town wishes to present or comment on regarding this application to the Marathon County Environmental Resources (ERC) Committee?**  
 No  Yes Explain: \_\_\_\_\_

The Town of Spencer recommends:  **Approval**  **Disapproval** of the amendment and/or zone change.

OR  **Requests an Extension\*** for the following reasons: \_\_\_\_\_

\*Wis. Stats §59.69(5)(e), (3), and (3m) authorizes Towns to extend the time to disapprove a zone change for a total of thirty (30) days beyond the date of the public hearing. The extension must be by Town Board Resolution and remains in effect until the Town Board adopts a resolution rescinding the extension.

Clerk *[Signature]*  
 Town Board *[Signature]*  
*[Signature]*  
*[Signature]*

NOTE: If you recommend disapproval of this request, please make every effort to send a representative to the Environmental Resources Committee Public Hearing. Town input at the hearing is always appreciated. Please return this form before September 22, 2022 to:

Marathon County Conservation, Planning and Zoning Department  
 210 River Drive  
 Wausau, WI 54403



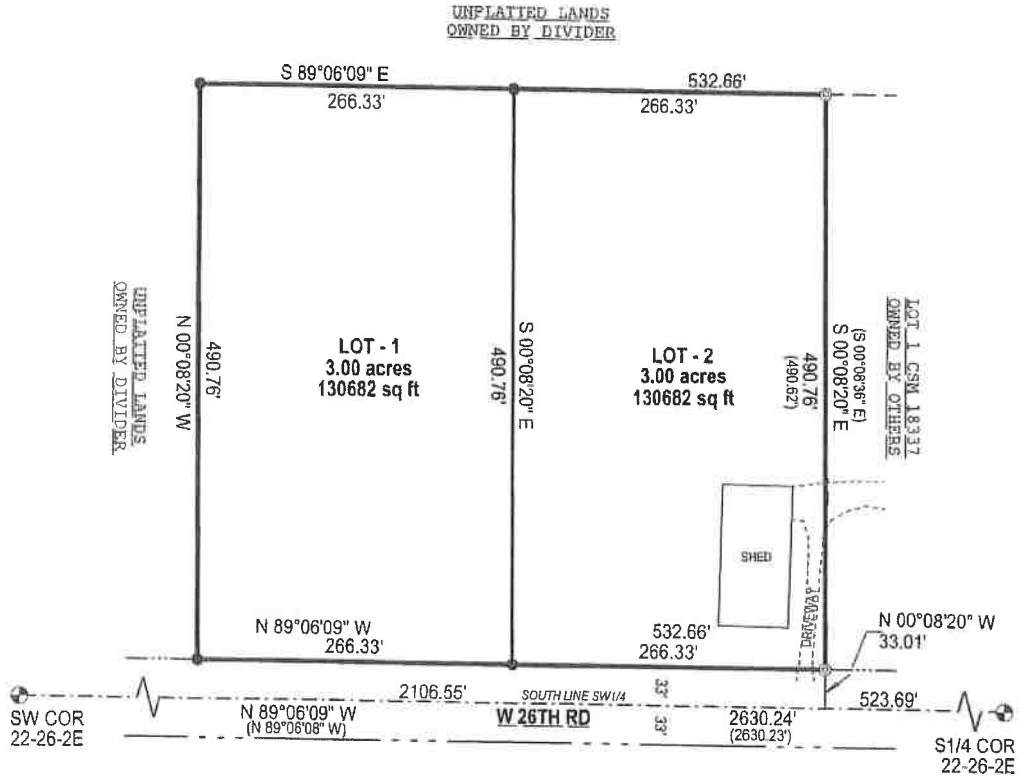
Transforming challenges into SOLUTIONS

500 North 17th Avenue Wausau, WI 54401  
715.845.1081 phone 715.845.1099 fax  
www.emcsinc.com

MARATHON COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

RESERVED FOR RECORDING DATA

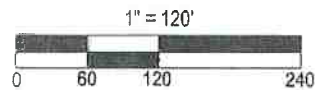
LOCATED IN PART OF THE SE1/4 OF THE SW1/4 OF SECTION 22, TOWNSHIP 26 NORTH, RANGE 2 EAST,  
TOWN OF SPENCER, MARATHON COUNTY, WISCONSIN



THIS MAP DOES NOT  
TRANSFER PROPERTY  
OWNERSHIP. SALE OR  
TRANSFER OF PROPERTY  
REQUIRES A DEED.



- 3/4" X 24" IRON REBAR, 1.50#/FT SET
- ⊙ 3/4" IRON REBAR FOUND
- ⊙ SURVEY NAIL FOUND
- (xxx) PREVIOUSLY RECORDED AS DATA



DRAWN BY: KCB  
DRAWING DATE: 7/6/2022  
FIELD SURVEY: 6/30/2022  
DRAWING FILE: 5521 CSM  
REVISION DATE:

PREPARED FOR:  
LARRY LANG  
504 E. WILLOW DRIVE  
SPENCER, WI 54479

**emcs**.inc  
 Transforming challenges into SOLUTIONS  
 500 North 17th Avenue Wausau, WI 54401  
 715.845.1081 phone 715.845.1099 fax  
 www.emcsinc.com

**MARATHON COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

**SURVEYOR'S CERTIFICATE:**

I, KEVIN C. BOYER, PROFESSIONAL LAND SURVEYOR WITH EMCS, INC., HEREBY CERTIFY.

THAT I HAVE SURVEYED, DIVIDED AND MAPPED THIS PLAT, LOCATED IN PART OF THE SE1/4 OF THE SW1/4 OF SECTION 22, TOWNSHIP 26 NORTH, RANGE 2 EAST, TOWN OF SPENCER, MARATHON COUNTY, WISCONSIN

THAT I HAVE MADE SUCH SURVEY, LAND DIVISION AND PLAT BY THE DIRECTION OF LARRY LANG, CONTAINING 6.00 ACRES AND DESCRIBED AS FOLLOWS:

COMMENCING AT S1/4 CORNER OF 22-26-2E;

THENCE ALONG THE SOUTH LINE OF THE SW1/4 N89°06'09"W, A DISTANCE OF 523.69 FEET;

THENCE N00°08'20"W, A DISTANCE OF 33.01 FEET TO THE SOUTHWEST CORNER OF LOT 1 OF CSM 18337 AND THE POINT OF BEGINNING;

THENCE PARALLEL TO THE SOUTH LINE OF THE SW1/4 ALONG THE NORTH RIGHT-OF-WAY LINE OF W 26TH ROAD N89°06'09"W, A DISTANCE OF 532.66 FEET;

THENCE PARALLEL TO THE WEST LINE OF LOT 1 OF CSM 18337 N00°08'20"W, A DISTANCE OF 490.76 FEET;

THENCE PARALLEL TO THE SOUTH LINE OF THE SW1/4 S89°06'09"E, A DISTANCE OF 532.66 FEET TO THE NORTHWEST CORNER OF LOT 1 OF CSM 18337;

THENCE ALONG THE WEST LINE OF LOT 1 OF CSM 18337 S00°08'20"E, A DISTANCE OF 490.76 FEET TO THE POINT OF BEGINNING;

SUBJECT TO RIGHT-OF-WAYS, EASEMENTS, RESTRICTIONS AND RESERVATIONS OF RECORD.

THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES, A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE SUBDIVISION REGULATIONS OF THE COUNTY OF MARATHON, IN SURVEYING, DIVIDING, AND MAPPING THE SAME TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATED THIS 6th DAY OF July, 2022

Kevin C. Boyer  
 KEVIN C. BOYER  
 PLS-2675



APPROVED FOR RECORDING  
 UNDER THE TERMS OF THE MARATHON CO.  
 LAND DIVISION REGULATIONS.  
 BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 MARATHON CO. CONSERVATION,  
 PLANNING AND ZONING DEPT.  
 CPZ TRACKING #: \_\_\_\_\_

**APPROVAL BY THE  
 CITY OF MARSHFIELD**

THIS CERTIFIED SURVEY MAP HAS BEEN REVIEWED AND  
 HEREBY APPROVED BY THE CITY OF MARSHFIELD.

DATED THIS \_\_\_\_\_ DAY OF  
 \_\_\_\_\_ 2022.

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 PRINT NAME

LOCATED IN PART OF THE SE1/4 OF THE SW1/4 OF SECTION 22, TOWNSHIP 26 NORTH, RANGE 2 EAST, TOWN OF SPENCER, MARATHON COUNTY, WISCONSIN.

COMMENCING AT S1/4 CORNER OF 22-26-2E;

THENCE ALONG THE SOUTH LINE OF THE SW1/4 N89°06'09"W, A DISTANCE OF 523.69 FEET;

THENCE N00°08'20"W, A DISTANCE OF 33.01 FEET TO THE SOUTHWEST CORNER OF LOT 1 OF CSM 18337 AND THE POINT OF BEGINNING;

THENCE PARALLEL TO THE SOUTH LINE OF THE SW1/4 ALONG THE NORTH RIGHT-OF-WAY LINE OF W 26TH ROAD N89°06'09"W, A DISTANCE OF 532.66 FEET;

THENCE PARALLEL TO THE WEST LINE OF LOT 1 OF CSM 18337 N00°08'20"W, A DISTANCE OF 490.76 FEET;

THENCE PARALLEL TO THE SOUTH LINE OF THE SW1/4 S89°06'09"E, A DISTANCE OF 532.66 FEET TO THE NORTHWEST CORNER OF LOT 1 OF CSM 18337;

THENCE ALONG THE WEST LINE OF LOT 1 OF CSM 18337 S00°08'20"E, A DISTANCE OF 490.76 FEET TO THE POINT OF BEGINNING;

CONTAINING 6.00 ACRES OR 261,364 SQ. FT.

**Town of McMillan Rezone**

WHEREAS, the Marathon County Board of Supervisors has been petitioned to amend the General Code of Ordinances for Marathon County Chapter 17 Zoning Code by Tim Vreeland on behalf of Don Sebastian to amend the Marathon County Zoning Ordinance to rezone lands from F-P Farmland Preservation to R-R Rural Residential as described as part of Northeast ¼ of the Northeast ¼ of Section 33, Township 26 North, Range 3 East, Town of McMillan. The area proposed to be rezoned is as described as Lot 1 and 2 of the preliminary CSM. Parent Parcel #056.2603.331.0999.

WHEREAS, the petition was referred to the Marathon County Environmental Resources Committee (the Committee) for public hearing; and

WHEREAS, the Committee, on due notice, conducted a public hearing thereon, pursuant to Section 59.69, Wisconsin Statutes on October 4, 2022 to consider the petition to amend Chapter 17; and

WHEREAS, the Committee being duly informed of the facts pertinent to the changes proposed, having reviewed the staff report, and duly advised of the recommendations of the Town of McMillan hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, BE IT RESOLVED, the County Board of Supervisors of the County of Marathon does ordain as follows: The General Code of Ordinances for Marathon County Chapter 17 Zoning Code (and accompanying Zoning Map) is amended as stated above.

Dated this 4<sup>th</sup> day of October, 2022

**ENVIRONMENTAL RESOURCES COMMITTEE**



Jacob Langenhahn, Chair



Allen Drabek, Vice Chair



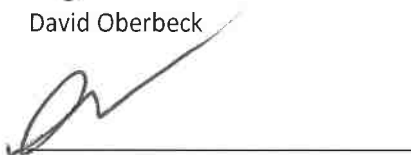
Rick Seefeldt



David Oberbeck



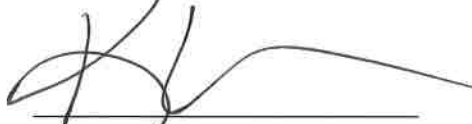
Mike Ritter



Andrew Venzke



Tony Sherfinski



Kim Ungerer



Rodney Roskopf

\_\_\_\_\_ Kurt Gibbs – Marathon County Board Chair

Dated this 4th day of October, 2022

STATE OF WISCONSIN )  
MARATHON COUNTY )  
TOWN OF MCMILLAN )

**RESOLUTION ON ZONING ORDINANCE AMENDMENT**

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, John Cokl, Clerk of the Town of McMillan, Marathon County, State of Wisconsin, do hereby certify that the following is a true and correct copy of a resolution adopted by the Town of McMillan Town Board at a meeting held on the 12<sup>th</sup> day of September, 2022.

RESOLUTION

WHEREAS, Section 59.69(5)(e)3., Wisconsin Statutes, provides that if a town affected by a proposed amendment disapproves of the proposed amendment, the town board may file a certified copy of a resolution adopted by such board disapproving of the petition with the Environmental Resources Committee prior to, at or within ten (10) days after the public hearing, and

WHEREAS, if the town board of the town affected in the case of an ordinance relating to the location of boundaries of districts files such a resolution, the Environmental Resources Committee may not recommend to the County Board approval of the petition without change, but may only recommend approval with change or recommend disapproval.

NOW, THEREFORE BE IT RESOLVED that the Town of McMillan Town Board considered on the 12 day of SEPTEMBER, 2022, petition of Tim Vreeland on behalf of Don Sabastian to amend the Marathon County Zoning Ordinance to rezone lands from F-P Farm Preservation to R-R Rural Residential as described as part of Northeast ¼ of the Northeast ¼ of Section 33, Township 26 North, Range 3 East, Town of McMillan. The area proposed to be rezoned is as described as Lot 1 and 2 of the preliminary CSM. Parent Parcel #056.2603.331.0999

The Town of McMillan hereby has considered the following standards for rezoning above property (use additional sheets if necessary):

1) **Has the applicant provided what public facilities and/or services currently serve the proposed development, what additional services may be required, and how the additional services will be provided?**

No  Yes Explain: \_\_\_\_\_

2) **Has the applicant demonstrated how the provision of the public facilities will not be an unreasonable burden to local government?**

No  Yes Explain: \_\_\_\_\_

3) **Has the applicant determined that the land is suitable for the development proposed? Explain.**

No  Yes Explain: \_\_\_\_\_

4) **Has the applicant demonstrated what will have to be done so the development will not cause unreasonable air and water pollution, soil erosion, or adverse effects on rare or irreplaceable natural areas? Explain.**

No  Yes Explain: \_\_\_\_\_

5) **Is there any potential for conflict with existing land uses in the area?**

No  Yes Explain: \_\_\_\_\_

(OVER)



- 6) Has the applicant demonstrated the need for the proposed development at this location? Explain.  
 No  Yes Explain: \_\_\_\_\_
- 7) Has the applicant demonstrated the availability of alternative locations? Be specific  
 No  Yes Explain: \_\_\_\_\_
- 8) Is cropland is being consumed by this zone change? What is the productivity of the agricultural lands involved?  
 No  Yes Explain: \_\_\_\_\_
- 9) Has the applicant explained how the proposed development will be located to minimize the amount of agricultural land converted?  
 No  Yes Explain: \_\_\_\_\_
- 10) Is proposed rezone request consistent with the town's adopted Comprehensive Plan? Explain.  
 No  Yes Explain: \_\_\_\_\_
- 11) Is there anything else the Town wishes to present or comment on regarding this application to the Marathon County Environmental Resources (ERC) Committee?  
 No  Yes Explain: see Below

The Town of McMillan recommends:  **Approval**  **Disapproval** of the amendment and/or zone change.  
*The town recommends that there be no charge for this change because it was missed @ the time the comprehensive plan was adopted. Farmland Pres. to*  
 OR  **Requests an Extension\*** for the following reasons: RURAL RES.

\*Wis. Stats §59.69(5)(e), (3), and (3m) authorizes Towns to extend the time to disapprove a zone change for a total of thirty (30) days beyond the date of the public hearing. The extension must be by Town Board Resolution and remains in effect until the Town Board adopts a resolution rescinding the extension.

Clerk RAC  
 Town Board Carelyn O'Quinn Rody C. Ba  
James Tuffert  
Robert

NOTE: If you recommend disapproval of this request, please make every effort to send a representative to the Environmental Resources Committee Public Hearing. Town input at the hearing is always appreciated. Please return this form before September 23, 2022 to:

Marathon County Conservation, Planning and Zoning Department  
 210 River Drive  
 Wausau, WI 54403

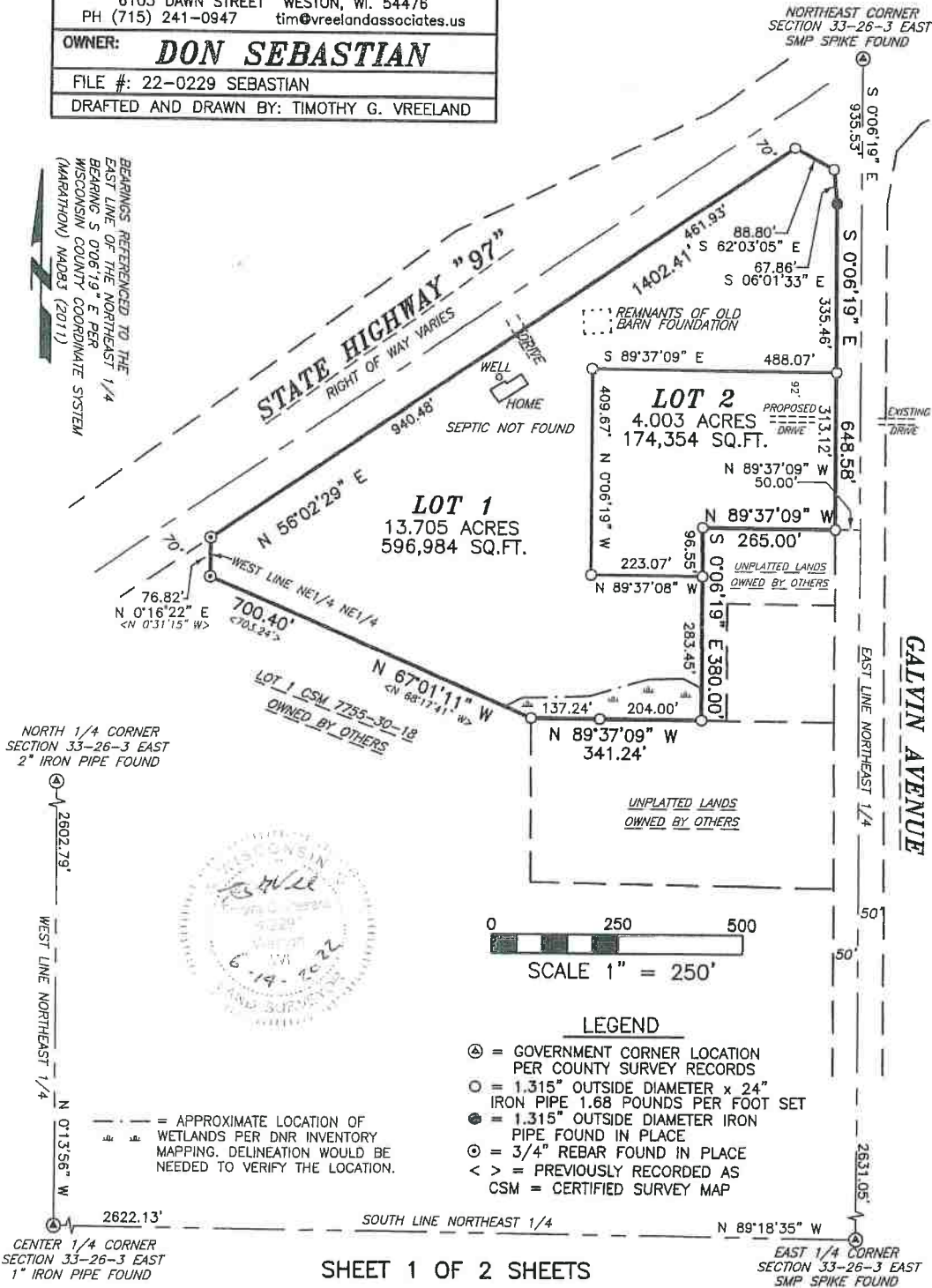
# CERTIFIED SURVEY MAP

MARATHON COUNTY NO. \_\_\_\_\_

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4  
OF SECTION 33, TOWNSHIP 26 NORTH, RANGE 3 EAST,  
TOWN OF MCMILLAN, MARATHON COUNTY, WISCONSIN.

<b>VREELAND ASSOCIATES, INC.</b>	
<b>LAND SURVEYORS &amp; ENGINEERS</b>	
6103 DAWN STREET WESTON, WI. 54476	
PH (715) 241-0947	tim@vreelandassociates.us
<b>OWNER:</b>	<b>DON SEBASTIAN</b>
<b>FILE #:</b>	22-0229 SEBASTIAN
DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND	

BEARINGS REFERENCED TO THE  
EAST LINE OF THE NORTHEAST 1/4  
BEARING S 0°06'19" E PER  
WISCONSIN COUNTY COORDINATE SYSTEM  
(MARATHON) MAOR3 (2011)



**CERTIFIED SURVEY MAP**

**MARATHON COUNTY NO. \_\_\_\_\_ VOL. \_\_\_\_\_ PAGE \_\_\_\_\_**

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWNSHIP 26 NORTH, RANGE 3 EAST, TOWN OF MCMILLAN, MARATHON COUNTY, WISCONSIN.

SHEET 2 OF 2 SHEETS

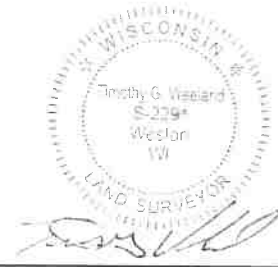
**SURVEYORS CERTIFICATE**

I, TIMOTHY G. VREELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF DON SEBASTIAN, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWNSHIP 26 NORTH, RANGE 3 EAST, TOWN OF MCMILLAN, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 33; THENCE S 0°06'19" E ALONG THE EAST LINE OF THE NORTHEAST 1/4 935.53 FEET; THENCE N 89°37'09" W 50.00 FEET TO THE WEST LINE OF GALVIN AVENUE AND TO THE POINT OF BEGINNING; THENCE CONTINUING N 89°37'09" W 265.00 FEET; THENCE S 0°06'19" E 380.00 FEET; THENCE N 89°37'09" W 341.24 FEET; THENCE N 67°01'11" W ALONG THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7755 700.40 FEET; THENCE N 0°16'22" E ALONG THE EAST LINE OF SAID LOT 1 76.82 FEET TO THE EAST LINE OF STATE HIGHWAY "97"; THENCE N 56°02'29" E ALONG THE EAST LINE OF STATE HIGHWAY "97" 1402.41 FEET; THENCE S 62°03'05" E ALONG THE EAST LINE OF STATE HIGHWAY "97" 88.80 FEET; THENCE S 6°01'35" E ALONG THE WEST LINE OF GALVIN AVENUE 67.86 FEET; THENCE S 0°06'19" E ALONG THE WEST LINE OF GALVIN AVENUE 648.58 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A--E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF MARATHON COUNTY AND THE TOWN OF MCMILLAN ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.



DATED THIS 14TH DAY OF JUNE, 2022  
SURVEY PERFORMED JUNE 7TH, 2022

TIMOTHY G. VREELAND P.L.S. 2291

APPROVED FOR RECORDING UNDER THE TERMS OF THE MARATHON COUNTY LAND DIVISION REGULATIONS.

BY \_\_\_\_\_  
DATE \_\_\_\_\_  
MARATHON CO. CONSERVATION,  
PLANNING & ZONING DEPT.  
CPZ TRACKING NO. \_\_\_\_\_

REVIEWED AND APPROVED FOR RECORDING BY THE TOWN OF MCMILLAN.

DATE: \_\_\_\_\_  
TOWN OF MCMILLAN

**ORDINANCE # O - 28 -22**

**Town of Holton Rezone**

WHEREAS, the Marathon County Board of Supervisors has been petitioned to amend the General Code of Ordinances for Marathon County Chapter 17 Zoning Code by Jason Pflieger on behalf of Daniel and Jennifer Schreiber to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential (Lot 1) and G-A General Agriculture to R-E Rural Estate (Lot 2) as described as all of Lot 1 of CSM #15798 located in the Northwest ¼ of the Northeast ¼ of Section 35, Township 29 North, Range 2 East, Town of Holton. The area to be rezoned is described as Lot 1 and 2 of the Preliminary CSM. Parent Parcel 042.2902.351.0986.

WHEREAS, the petition was referred to the Marathon County Environmental Resources Committee (the Committee) for public hearing; and

WHEREAS, the Committee, on due notice, conducted a public hearing thereon, pursuant to Section 59.69, Wisconsin Statutes on October 4, 2022 to consider the petition to amend Chapter 17; and

WHEREAS, the Committee being duly informed of the facts pertinent to the changes proposed, having reviewed the staff report, and duly advised of the recommendations of the Town of Spencer hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, BE IT RESOLVED, the County Board of Supervisors of the County of Marathon does ordain as follows: The General Code of Ordinances for Marathon County Chapter 17 Zoning Code (and accompanying Zoning Map) is amended as stated above.

Dated this 4<sup>th</sup> day of October, 2022

**ENVIRONMENTAL RESOURCES COMMITTEE**



Jacob Langenhahn, Chair



Allen Drabek, Vice Chair



Rick Seefeldt



David Oberbeck



Mike Ritter



Andrew Venzke



Tony Sherfinski



Kim Ungerer



Rodney Roskopf

\_\_\_\_\_  
Kurt Gibbs – Marathon County Board Chair

Dated this 4th day of October, 2022

STATE OF WISCONSIN )  
MARATHON COUNTY )  
TOWN OF HOLTON )

**RESOLUTION ON ZONING ORDINANCE AMENDMENT**

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Taylor Ensign, Clerk of the Town of Holton, Marathon County, State of Wisconsin, do hereby certify that the following is a true and correct copy of a resolution adopted by the Town of Holton Town Board at a meeting held on the 10<sup>th</sup> day of August, 2022.

RESOLUTION

WHEREAS, Section 59.69(5)(e)3., Wisconsin Statutes, provides that if a town affected by a proposed amendment disapproves of the proposed amendment, the town board may file a certified copy of a resolution adopted by such board disapproving of the petition with the Environmental Resources Committee prior to, at or within ten (10) days after the public hearing, and

WHEREAS, if the town board of the town affected in the case of an ordinance relating to the location of boundaries of districts files such a resolution, the Environmental Resources Committee may not recommend to the County Board approval of the petition without change, but may only recommend approval with change or recommend disapproval.

NOW, THEREFORE BE IT RESOLVED that the Town of Holton Town Board considered on the 10<sup>th</sup> day of August, 2022, The petition of Jason Pflieger on behalf of Daniel and Jennifer Schreiber to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential (Lot 1) and R-E Rural Estate (Lot 2) as described as all of Lot 1 of CSM #15798 located in the Northwest ¼ of the Northeast ¼ of Section 35, Township 29 North, Range 2 East, Town of Holton. The area to be rezoned is described as Lot 1 and 2. Parent Parcel 042.2902.351.0986.

The Town of Holton hereby has considered the following standards for rezoning above property (*use additional sheets if necessary*):

1) **Has the applicant provided what public facilities and/or services currently serve the proposed development, what additional services may be required, and how the additional services will be provided?**

No  Yes Explain: \_\_\_\_\_

2) **Has the applicant demonstrated how the provision of the public facilities will not be an unreasonable burden to local government?**

No  Yes Explain: No Burden to Anyone

3) **Has the applicant determined that the land is suitable for the development proposed? Explain.**

No  Yes Explain: \_\_\_\_\_

4) **Has the applicant demonstrated what will have to be done so the development will not cause unreasonable air and water pollution, soil erosion, or adverse effects on rare or irreplaceable natural areas? Explain.**

No  Yes Explain: No Unreasonable pollution or erosion

5) **Is there any potential for conflict with existing land uses in the area?**

No  Yes Explain: \_\_\_\_\_

(OVER)

- 6) Has the applicant demonstrated the need for the proposed development at this location? Explain.  
 No  Yes Explain: Child w/ medical needs building close by
- 7) Has the applicant demonstrated the availability of alternative locations? Be specific  
 No  Yes Explain: None available
- 8) Is cropland is being consumed by this zone change? What is the productivity of the agricultural lands involved?  
 No  Yes Explain: \_\_\_\_\_
- 9) Has the applicant explained how the proposed development will be located to minimize the amount of agricultural land converted?  
 No  Yes Explain: \_\_\_\_\_
- 10) Is proposed rezone request consistent with the town's adopted Comprehensive Plan? Explain.  
 No  Yes Explain: \_\_\_\_\_
- 11) Is there anything else the Town wishes to present or comment on regarding this application to the Marathon County Environmental Resources (ERC) Committee?  
 No  Yes Explain: \_\_\_\_\_

The Town of Holton recommends:  **Approval**  **Disapproval** of the amendment and/or zone change.

**OR**  **Requests an Extension\*** for the following reasons: \_\_\_\_\_

\*Wis. Stats §59.69(5)(e), (3), and (3m) authorizes Towns to extend the time to disapprove a zone change for a total of thirty (30) days beyond the date of the public hearing. The extension must be by Town Board Resolution and remains in effect until the Town Board adopts a resolution rescinding the extension.

Clerk Tyler Emy  
 Town Board Dennis Jenke  
Shirley Jensen  
Pat T. Schick

NOTE: If you recommend disapproval of this request, please make every effort to send a representative to the Environmental Resources Committee Public Hearing. Town input at the hearing is always appreciated. Please return this form before September 22, 2022 to:

Marathon County Conservation, Planning and Zoning Department  
 210 River Drive  
 Wausau, WI 54403

# CERTIFIED SURVEY MAP

## MARATHON COUNTY NO. \_\_\_\_\_

ALL OF LOT 1 OF CSM #15798, LOCATED IN THE  
 NW1/4 OF THE NE1/4 OF SECTION 35, T 29 N, R 2 E,  
 TOWN OF HOLTON, MARATHON COUNTY, WISCONSIN.

**NORTHCENTRAL LAND SURVEYING, LLC**  
 163957 OWL RIDGE ROAD, WAUSAU, WISCONSIN 54403  
 WEBSITE: www.NorthCentralLandSurveying.com  
 PHONE: 715-297-8343  
 EMAIL: JasonPfleger@gmail.com  
 DRAFTED & DRAWN BY: JASON J. PFLEGER  
 OWNER OF PROPERTY: DANIEL & JENNIFER SCHREIBER  
 SURVEY PREPARED FOR: DANIEL SCHREIBER  
 DATE OF FIELDWORK: 7/26/2022  
 FILE NUMBER: 2022096 SCHREIBER

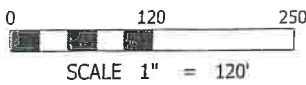
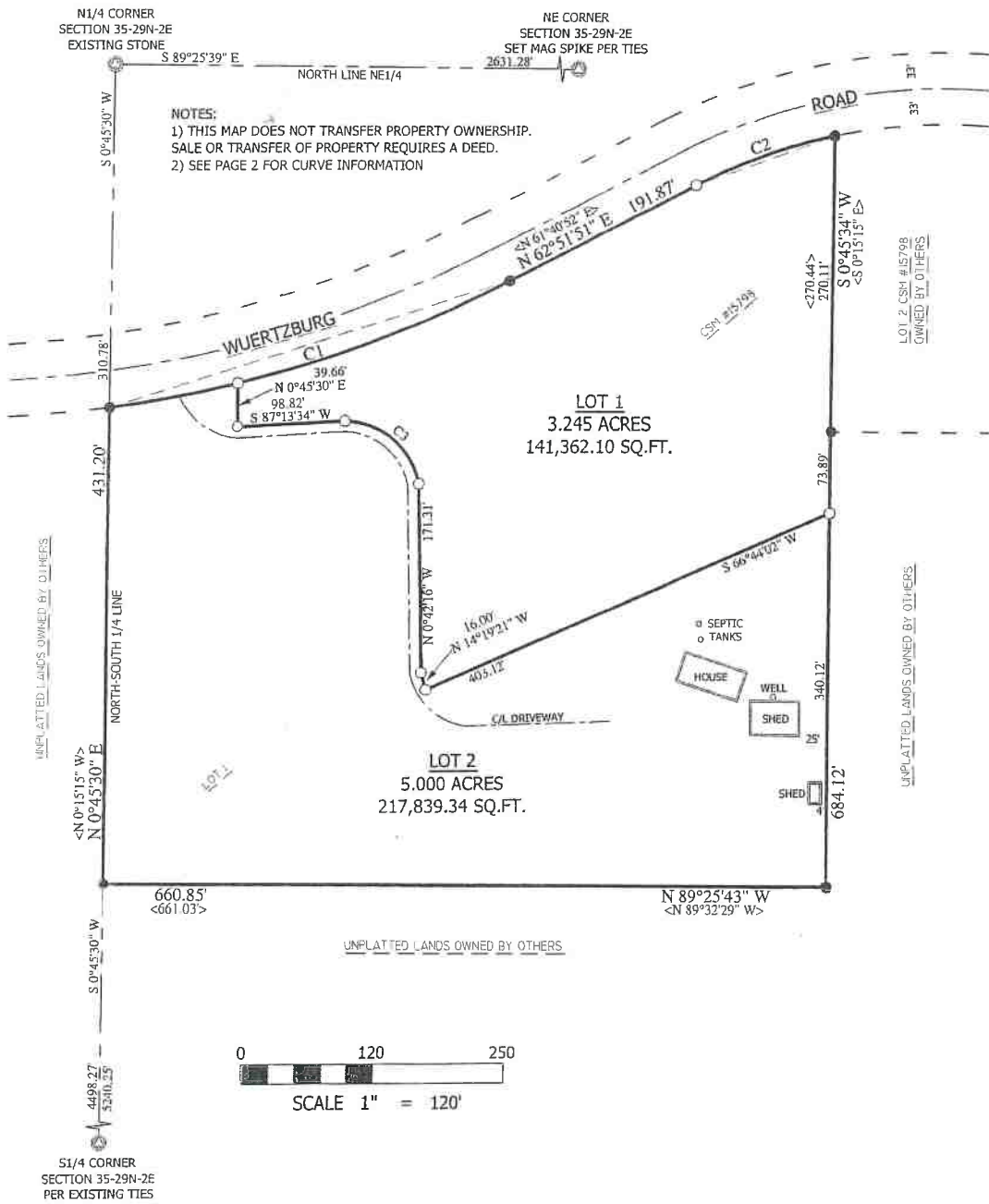


**LEGEND**

	= SECTION CORNER AS NOTED
	= 3/4" X 18" REBAR 1.50lbs/ft SET
	= 1.25" OD IRON PIPE FOUND
	= PREVIOUSLY RECORDED AS

**BEARING REFERENCE**  
 BEARINGS REFERENCED TO THE NORTH-SOUTH  
 1/4 LINE BEARING S 0°45'30" W PER WCCS  
 (MARATHON COUNTY) NAD83 (2011)

PAGE 1 OF 2



# CERTIFIED SURVEY MAP

## MARATHON COUNTY NO. \_\_\_\_\_

ALL OF LOT 1 OF CSM #15798, LOCATED IN THE  
 NW1/4 OF THE NE1/4 OF SECTION 35, T 29 N, R 2 E,  
 TOWN OF HOLTON, MARATHON COUNTY, WISCONSIN.

NORTHCENTRAL LAND SURVEYING, LLC  
 163957 OWL RIDGE ROAD, WAUSAU, WISCONSIN 54403  
 WEBSITE: www.NorthCentralLandSurveying.com  
 PHONE: 715-297-8343  
 EMAIL: JasonPflieger@gmail.com  
 DRAFTED & DRAWN BY: JASON J. PFLIEGER  
 OWNER OF PROPERTY: DANIEL & JENNIFER SCHREIBER  
 SURVEY PREPARED FOR: DANIEL SCHREIBER  
 DATE OF FIELDWORK: 7/26/2022  
 FILE NUMBER: 2022096 SCHREIBER

PAGE 2 OF 2

### SURVEYORS CERTIFICATE

I, JASON J. PFLIEGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF DAN SCHREIBER, I SURVEYED, MAPPED AND DIVIDED ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 15798, LOCATED IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 35, TOWNSHIP 29 NORTH, RANGE 2 EAST, TOWN OF HOLTON, MARATHON COUNTY, WISCONSIN. SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD AND USE.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION AND THE CERTIFIED SURVEY MAP THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE LANDS, CHAPTER A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE AND THE LAND DIVISION ORDINANCE OF MARATHON COUNTY AND THE TOWN OF HOLTON, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.

DATED THIS 8TH DAY OF AUGUST, 2022

\_\_\_\_\_  
 JASON J. PFLIEGER P.L.S. 3148-8

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	CHORD
C1	385.80'	1123.12'	19°40'53"	N 72°42'18" E 383.91'
LOT 1	266.51'	1123.12'	13°35'45"	N 69°39'44" E 265.88'
LOT 2	119.29'	1123.12'	6°05'08"	N 79°30'11" E 119.23'
C2	134.92'	499.19'	15°29'09"	S 70°36'26" W 134.51'
C3	95.71'	70.56'	77°43'06"	N 49°58'05" W 88.54'

APPROVED FOR RECORDING UNDER THE  
 TERMS OF THE MARATHON COUNTY LAND  
 DIVISION REGULATIONS.

BY: \_\_\_\_\_

DATE: \_\_\_\_\_  
 MARATHON COUNTY DEPARTMENT OF  
 CONSERVATION, PLANNING & ZONING  
 CPZ TRACKING NO. \_\_\_\_\_



**ORDINANCE #O-29-22**

**REVISIONS TO MARATHON COUNTY GENERAL CODE CHAPTER 6**

**WHEREAS**, Chapter 6 of the General Code of Ordinances for Marathon County governs Emergency Management within Marathon County; and

**WHEREAS**, on October 11, 2022, the Public Safety Committee voted to recommend the Board adopt revisions to Chapter 6 as outlined in the attached document.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Marathon does hereby ordain as follows:

1. To revise Chapter 6 of the General Code of Ordinances pursuant to the attached document.

**BE IT FURTHER RESOLVED** that the ordinance shall take effect upon passage and publication as required by law.

Dated the 25<sup>th</sup> day of October, 2022.

**PUBLIC SAFETY COMMITTEE**

_____	_____
_____	_____
_____	_____

Fiscal Impact: None. The updates to Chapter 6 do not have a direct fiscal impact.

## Chapter 6

# EMERGENCY MANAGEMENT

### Sec. 6.01. Policy and purpose.

- (1) Office created. To ensure that the County will be prepared to cope with emergencies resulting from disasters, an office of Emergency Management is created to carry out the purposes in Wisconsin Statutes Chapter 323, Emergency Management
- (2) Definitions. As used in this chapter:
  - (a) "Disaster" means a severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this county or a portion of the county, or critical systems, including computer, telecommunications, or agricultural systems.
  - (b) "Emergency" means a natural or man-made disaster that exceeds the capacity of the county to respond to in such a way as to save lives, preserve property, protect the environment, and to maintain social, ecological, economic, and political stability of Marathon County.
  - (c) "Emergency Management" means all measures undertaken by or on behalf of the State and its subdivisions to do any of the following:
    1. Prepare for and minimize the effect of a disaster or the imminent threat of a disaster.
    2. Make repairs to infrastructure or critical systems that are destroyed or damaged by a disaster.
- (3) The County Board may declare, by resolution, a state of emergency for the County or any portion thereof in accordance with Wis. Stat. § 323.11. In the event an emergency occurs within Marathon County at a time when the County Board is unable to meet for the purpose of declaring an emergency, the following persons may declare a state of emergency in accordance with Wis. Stat. § 323.14(4)(b):
  - (a) County Board Chair.
  - (b) In the event the County Board Chair is unavailable, the Vice-Chair of the County Board.
- (4) *Authority in Emergencies.* Pursuant to Wis. Stat. § 323.11, the emergency power of the County Board includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the County in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of Wis. Stat. Chapters 341 to 349.

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## Sec. 6.02. County emergency management committee.

- (1) *How constituted.* The Public Safety Committee of the County Board as created under its rules is hereby designated as the County Emergency Management Committee.
- (2) *Duties of committee.* The Public Safety Committee shall be an advisory and planning group that advises the County Emergency Management Director and the County Board on all matters pertaining to emergency management.

## Sec. 6.03. Local Emergency Management Committee

- (1) *Creation, Powers, and Duties.* There is created a Marathon County Local Emergency Planning Committee (LEPC). The LEPC shall exercise the powers and duties established for such committees under 42 USC §§ 11000 to 11050 and pursuant to Wis. Stat. § 323.60.
- (2) *Appointments.* The county administrator, subject to confirmation by the Marathon County Board of Supervisors, shall make membership appointments to the LEPC. Such appointments shall be forwarded to the state emergency response commission for approval pursuant to 42 USC § 11001.
- (3) *Membership.*
  - (a) The membership of the LEPC shall consist of least at fourteen members.
  - (b) At least one member of the committee shall be a member of the Marathon County Board of Supervisors.
  - (c) As required by the state emergency response commission, the Emergency Management Director shall be a member by virtue of his or her position.
  - (d) There shall be at least one representative on the LEPC from each of the following groups: elected state or local officials; law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, and transportation personnel; broadcast and print media; community groups; owners and operators of facilities subject to the requirements of 42 USC §§ 11001 to 11050; a representative of Facilities and Capital Management Staff.
- (4) *Terms.*
  - (a) Committee members shall serve two-year terms ending on the third Tuesday in April of even-numbered years, or as soon thereafter as a successor is appointed and confirmed.
  - (b) Any committee members holding an appointment to the LEPC prior to October 1, 2022, shall serve his or her term through April 16, 2024.
  - (c) The Emergency Management Director shall serve as a member of the LEPC consistent with the term of his or her employment.
- (5) *Compensation, Mileage.* Citizen members of the LEPC shall receive no compensation or mileage allowance or reimbursement for other expenses incurred in the performance of their duties. Marathon County board members shall receive the same per diem for attendance as received for attendance of other county bodies and the same mileage and expense allowance as permitted by County Board rules.
- (6) *Staff assistance.* The Marathon County Department of Emergency Management shall provide such staff assistance as may be required to carry out the functions of the LEPC.
- (7) *Emergency Planning Grants.* The LEPC is authorized to apply for emergency planning grants for reimbursement of expenses. Such reimbursements shall be administered by the department of emergency management in a separate cost account division.

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- (8) *Hazardous Materials Response Plan.* The LEPC committee shall develop a comprehensive hazardous materials response plan. The committee shall make recommendations and advise the Marathon County Board of Supervisors and the board's designated standing committee on matters pertaining to hazardous materials emergency planning and response.

**Sec. 6.04. County Emergency Management Director.**

- (1) *Position created.* There is hereby created the office of County Emergency Management Director.
- (2) *Salary, term, appointment.* County Emergency Management Director shall be a full-time position.
- (a) *Salary.* The salaries of the Director and staff shall be established consistent with Chapter 4 of the County General Code of Ordinances.
- (b) *Term.* The term of the Director shall be at the pleasure of the County Administrator.
- (c) *Appointment.* The Director shall be appointed by the County Administrator in a manner consistent with the appointment of other Department Heads under Wis. Stat. § 59.18(2)(b).
- (3) *Status.* The Director shall be an employee of the County, entitled to all the rights, privileges and benefits of County employees. The Director shall report to the County Administrator.

(O-21-16)

**Sec. 6.05. Sharing of costs.**

- (1) *Office and staff.*
- (a) The County Board shall provide offices, office furniture, office assistance and such office supplies as may be necessary to carry out the functions of the Emergency Management Director.
- (2) *Major equipment and services.*
- (a) Costs of equipment and services shall be borne 100 percent by Marathon County and shall be supplemented by federal matching funds when available. The Emergency Management Director shall budget for major equipment and service needs on behalf of Marathon County.
- (b) In the event major equipment or services are to be shared with or given to other political subdivisions within Marathon County, such political subdivision shall pay for said equipment and services in proportion of their usage.
- (c) Costs for major equipment and services which may be deemed to be necessary and expedient for the health, safety, protection, and welfare of persons and property within a local unit of government procured in an emergency shall be apportioned in accordance with the needs of that jurisdiction during the emergency.
- (d) Where available, State and/or Federal disaster funds will be requested and applied to these costs.

(O-21-16)

**Sec. 6.06 Heads of emergency management duties and powers.**

- (1) *County Emergency Management.* The County Emergency Management Director shall:
- (a) Monitor and recommend any revisions to the county emergency operations plan for county board action. The County Board shall review and approve a county emergency operations plan every five (5) years.

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- (b) Implement the emergency operations plan adopted by the county board.
  - (c) Perform other duties related to emergency management as required by the county board and emergency management committee.
  - (d) Ensure that emergency operations plans require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under Wis. Stat. § 323.10 or 323.11.
  - (e) Coordinate and assist in developing city, village, and town emergency operations plans within the county, integrate the plans into the county plan, advise the department of military affairs of emergency planning in the county and submit to the adjutant general reports that he or she requires.
  - (f) Direct and coordinate emergency management activities throughout the county during a state of emergency.
  - (g) Direct countywide emergency management training programs and exercises.
  - (h) May enter into cooperative agreements under Wis. Stat. § 66.0301, with cities, villages, or towns within Marathon County for emergency management services if approved by the governing body of both the county and city, village, or town.
- (2) *City, Village, and Town Emergency Management.* The head of emergency management in each city, village, and town shall:
- (a) Direct local emergency management training programs and exercises.
  - (b) Direct participation in emergency management programs and exercises that are ordered by the adjutant general or the county emergency management director.
  - (c) Advise the county emergency management director on local emergency management programs.
  - (d) Submit to the county emergency management director any report he or she requires.
  - (e) May enter into cooperative agreements under Wis. Stat. § 66.0301 with Marathon County for emergency management services if approved by the governing body of both the county and city, village, or town.

(O-21-16)

### **Sec. 6.07. Utilization of existing services, personnel and facilities.**

- (1) *Policy.* In preparing and executing the emergency management services program, the services, equipment, supplies and facilities of the existing departments and agencies of the County shall be utilized to the maximum extent practicable; and the head and personnel of all such departments and agencies are directed to cooperate with and extend such services and facilities as are required of them.
- (2) *Fulfillment of duties.* Said departments will fulfill emergency and non-emergency duties as assigned under the Marathon County Emergency Operations Plan. Nothing in this section shall be construed so as to limit the Emergency Management Director from immediately starting organizational and planning programs as required by the State of Wisconsin Emergency Operations Plan adopted by the county board.
- (3) *County Board of Supervisors succession in emergencies.* To ensure continuity of government, if a disaster precludes the exercise of emergency duties pursuant to this Chapter by established County Board leadership positions, the following shall constitute a temporary order of succession to leadership for the Marathon County Board of Supervisors to serve the purposes of this Chapter until that body is able to take formal action to elect leadership pursuant to its rules:

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- (a) County Board Chairperson.
  - (b) County Board Vice Chairperson.
  - (c) Chairperson of the Public Safety Committee

(O-21-16)

### **Sec. 6.08. Violations/penalty.**

Whoever intentionally fails to comply with an order issued by an agent of the state or of a local unit of government who is engaged in emergency management activities under this chapter, including training exercises, is subject to a forfeiture of not more than \$500.00.

(O-21-16)

### **Sec. 6.09. Reserved.**

### **Sec. 6.10. Powers of law enforcement officers.**

During any state of emergency declared by the governor or during any training program or exercises authorized by the adjutant general, any law enforcement officer, when legally engaged in traffic control, escort duty, or protective service, may carry out the functions anywhere in the state but shall be subject to the direction of the adjutant general through the sheriff of the county in which an assigned function is performed.

(O-21-16)

### **Sec. 6.11. Administration of claim for reimbursement due to hazardous substance emergency response in accordance with Wis. Stat. § 323.71.**

- (1) In this section:
  - (a) Discharge means, but is not limited to, spilling, leaking, pumping, pouring, emitting, emptying or dumping.
  - (b) Hazardous substance means any substance or combination of substances, including any waste of a solid, semi-solid, liquid or gaseous form which may cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness or which may pose a substantial present or potential hazard to human health or the environment because of its quantity, concentration or physical, chemical or infectious characteristics. This term includes, but is not limited to, substances which are toxic, corrosive, flammable, irritants, strong sensitizers or explosives as determined by the Wisconsin Department of Natural Resources.
  - (c) Local agency means an agency of a county, city, village or town, including a municipal police or fire department, a municipal health organization, a county office of emergency management, a county sheriff, an emergency medical service or a public works department.
- (2) A person who possesses or controls a hazardous substance that is discharged or who causes the discharge of a hazardous substance shall take the actions necessary to protect public health and safety and prevent damage to property.

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- (3) If an action required under subsection (2) is not being adequately taken or the identity of a person responsible for a discharge of a hazardous substance is unknown and the discharge threatens public health or safety or damage to property, a local agency may take any emergency action that is consistent with the contingency plan for the undertaking of emergency actions in response to the discharge of hazardous substances established by the Department of Natural Resources under Wis. Stat. § 292.11(5), and that it considers appropriate under the circumstances.
- (4) A person who possessed or controlled a hazardous substance that was discharged or who caused the discharge of a hazardous substance shall, as provided under subsection (5), reimburse a local agency for actual, reasonable and necessary expenses incurred under subsection (3).
- (5) (a) A local agency seeking reimbursement under subsection (4) shall submit a claim stating its expenses to the Marathon County Director of Emergency Management if the discharge occurred in Marathon County.
- (b) The Marathon County Director of Emergency Management shall review claims submitted under paragraph (a) and determine the amount of reasonable and necessary expenses incurred. The Director shall provide a person who is liable for reimbursement under subsection (4) with a notice of the amount of expenses he or she has determined to be reasonable and necessary that arise from one discharge and are incurred by all local agencies from which the Director of Emergency Management receives a claim.
- (c) If a person receiving a notice under paragraph (b) objects to the amount of expenses in the notice, the person may ask the Local Emergency Planning Committee to review the determination of the Director of Emergency Management. The Local Emergency Planning Committee may modify the determination and shall notify the person of the result of its review.
- (d) A person liable for reimbursement under subsection (4) shall pay the reimbursement directly to each local agency.

(O-21-16)

## Chapter 6 EMERGENCY MANAGEMENT

### Sec. 6.01. Policy and purpose.

- (1) Office created. To ensure that the County will be prepared to cope with emergencies resulting from disasters, an office of Emergency Management is created to carry out the purposes in [Wisconsin Statutes Chapter 323, Emergency Management](#)~~ch. 323, Wis. Stats.~~
  
- (2) Definitions. As used in this chapter:
  - (a) "Disaster" means a severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this county or a portion of the county, or critical systems, including computer, telecommunications, or agricultural systems.
  - (b) "Emergency" means a natural or man-made disaster that exceeds the capacity of the county to respond to in such a way as to save lives, preserve property, protect the environment, and to maintain social, ecological, economic, and political stability of Marathon County.
  - (c) "Emergency Management" means all measures undertaken by or on behalf of the State and its subdivisions to do any of the following:
    1. Prepare for and minimize the effect of a disaster or the imminent threat of a disaster.
    2. Make repairs to infrastructure or critical systems that are destroyed or damaged by a disaster.
  
- ~~(2) The governing body of any local unit of government may declare, by ordinance or resolution, an emergency existing within the local unit of government whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health, or police protection, or other critical systems of the local unit of government. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.~~
  
- ~~(3)~~ The County Board may declare, by resolution, a state of emergency for the County or any portion thereof in accordance with [Wis. Stat. § 323.11](#)~~, Wis. Stats.~~. In the event an emergency occurs within Marathon County at a time when the County Board is unable to meet for the purpose of ~~making such a declaration in order to access state emergency resources, fix liability for emergency response costs or authorize emergency repairs to county facilities~~declaring an emergency, the following persons may declare a state of emergency in accordance with Wis. Stat. § 323.14(4)(b):
  - (a) County Board Chair.
  - (b) In the event the County Board Chair is unavailable, the Vice-Chair of the County Board.

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(4) Authority in Emergencies. Pursuant to Wis. Stat. § 323.11, the emergency power of the County Board includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the County in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of Wis. Stat. Chapters 341 to 349.

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(4) Definitions. As used in this chapter:

(a) "Disaster" means a severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this county or a portion of the county, or critical systems, including computer, telecommunications, or agricultural systems.

(b) "Emergency" means a natural or man-made disaster that exceeds the capacity of the county to respond to in such a way as to save lives, preserve property, protect the environment, and to maintain social, ecological, economic, and political stability of Marathon County.

(c) "Emergency Management" means all measures undertaken by or on behalf of the State and its subdivisions to do any of the following:

1. Prepare for and minimize the effect of a disaster or the imminent threat of a disaster.

2. Make repairs to infrastructure or critical systems that are destroyed or damaged by a disaster.

(d) "Technical Rescue" involves, among other things, emergencies such as structural collapse, trench cave-in, confined spaces, industrial and agricultural machinery emergencies, and people trapped above or below grade level. Technical rescue incidents are often complex, requiring specially trained personnel and special equipment to complete the mission.

(0-21-16)

### **Sec. 6.02. County emergency management committee.**

- (1) How constituted. The Public Safety Committee of the County Board as created under its rules is hereby designated as the County Emergency Management Committee.
- (2) Duties of committee. The Public Safety Committee shall be an advisory and planning group that advises the County Emergency Management Director and the County Board on all matters pertaining to emergency management.

(0-21-16)

### **Sec. 6.03. Local Emergency Management Committee**

(1) Creation, Powers, and Duties. There is created a Marathon County Local Emergency Planning Committee (LEPC). The LEPC shall exercise the powers and duties established for such committees under 42 USC §§ 11000 to 11050 and pursuant to Wis. Stat. § 323.60.

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(2) Appointments. The county administrator, subject to confirmation by the Marathon County Board of Supervisors, shall make membership appointments to the LEPC. Such appointments shall be forwarded to the state emergency response commission for approval pursuant to 42 USC § 11001.

(3) Membership.

- (a) The membership of the LEPC shall consist of least at fourteen members.
- (b) At least one member of the committee shall be a member of the Marathon County Board of Supervisors.
- (c) As required by the state emergency response commission, the Emergency Management Director shall be a member by virtue of his or her position.
- (d) There shall be at least one representative on the LEPC from each of the following groups: elected state or local officials; law enforcement, civil defense, firefighting, first aid, health, local environmental, hospital, and transportation personnel; broadcast and print media; community groups; owners and operators of facilities subject to the requirements of 42 USC §§ 11001 to 11050; a representative of Facilities and Capital Management Staff.

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(4) Terms.

- (a) Committee members shall serve two-year terms ending on the third Tuesday in April of even-numbered years, or as soon thereafter as a successor is appointed and confirmed.
- (b) Any committee members holding an appointment to the LEPC prior to October 1, 2022, shall serve his or her term through April 16, 2024.
- (c) The Emergency Management Director shall serve as a member of the LEPC consistent with the term of his or her employment.

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(5) Compensation, Mileage. Citizen members of the LEPC shall receive no compensation or mileage allowance or reimbursement for other expenses incurred in the performance of their duties. Marathon County board members shall receive the same per diem for attendance as received for attendance of other county bodies and the same mileage and expense allowance as permitted by County Board rules.

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(6) Staff assistance. The Marathon County Department of Emergency Management shall provide such staff assistance as may be required to carry out the functions of the LEPC.

(7) Emergency Planning Grants. The LEPC is authorized to apply for emergency planning grants for reimbursement of expenses. Such reimbursements shall be administered by the department of emergency management in a separate cost account division.

(8) Hazardous Materials Response Plan. The LEPC committee shall develop a comprehensive hazardous materials response plan. The committee shall make recommendations and advise the Marathon County Board of Supervisors and the board's designated standing committee on matters pertaining to hazardous materials emergency planning and response.

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**Sec. 6.04. County ~~emergency~~Emergency management-Management directorDirector.**

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- (1) ~~{Position created.}~~ There is hereby created the office of County Emergency Management Director.
- (2) *Salary, term, appointment.* County Emergency Management Director shall be a full-time position.
  - (a) *Salary.* The salaries of the Director and staff shall be ~~as determined by the County Board~~ established consistent with Chapter 4 of the County General Code of Ordinances.
  - (b) *Term.* The term of the Director shall be at the pleasure of the County Administrator.
  - (c) *Appointment.* The Director shall be appointed by the County Administrator ~~subject to approval by the County Board~~ in a manner consistent with the appointment of other Department Heads under Wis. Stat. § 59.18(2)(b).
- (3) *Status.* The Director shall be ~~considered to be~~ an employee of the County, entitled to all the rights, privileges and benefits ~~of~~ County employees ~~have~~. The Director shall report to the County Administrator.

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(O-21-16)

**Sec. 6.054. Sharing of costs.**

- (1) *Office and staff.*
  - (a) The County Board shall provide offices, office furniture, office assistance and such office supplies as may be necessary to carry out the functions of the Emergency Management Director.
- (2) *Major equipment and services.*
  - (a) Costs of equipment and services shall be borne 100 percent by Marathon County and shall be supplemented by federal matching funds when available. The Emergency Management Director shall budget for major equipment and service needs on behalf of Marathon County.
  - (b) In the event major equipment or services are to be shared with or given to other political subdivisions within Marathon County, such political subdivision shall pay for said equipment and services in proportion of their usage.
  - (c) Costs for major equipment and services which may be deemed to be necessary and expedient for the health, safety, protection, and welfare of persons and property within a local unit of government procured in an emergency ~~as set forth below~~, shall be apportioned in accordance with the needs of that jurisdiction during the emergency.
  - (d) Where available, State and/or Federal disaster funds will be requested and applied to ~~these~~ costs.

(O-21-16)

**Sec. 6.065 Heads of emergency management duties and powers.**

- (1) *County Emergency Management.* The ~~Director, in his or her capacity as~~ County Emergency Management Director, shall:
  - (a) Monitor and recommend any revisions to the county emergency ~~management operations~~ plan for county board action. ~~The County Board shall review and approve a county emergency operations plan every five (5) years.~~
  - (b) Implement the emergency ~~management operations~~ plan adopted by the county board.
  - (c) Perform other duties related to emergency management as required by the county board and emergency management committee.
  - (d) Ensure that emergency ~~management operations~~ plans require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under ~~Wis. Stat. § 323.10 or 323.11, [Wis. Stats.]~~.
  - (e) Coordinate and assist in developing city, village, and town emergency ~~management operations~~ plans within the county, integrate the plans into the county plan, advise the department of military affairs of emergency planning in the county and submit to the adjutant general reports that he or she requires.
  - (f) Direct and coordinate emergency management activities throughout the county during a state of emergency.
  - (g) Direct countywide emergency management training programs and exercises.

- (h) May enter into cooperative agreements under [Wis. Stat. § 66.0301](#), ~~Wis. Stats.~~, with cities, villages, or towns within Marathon County for emergency management services if approved by the governing body of both the county and city, village, or town.
- (2) *City, Village, and Town Emergency Management.* The head of emergency management in each city, village, and town shall:
  - (a) Direct local emergency management training programs and exercises.
  - (b) Direct participation in emergency management programs and exercises that are ordered by the adjutant general or the county emergency management director.
  - (c) Advise the county emergency management director on local emergency management programs.
  - (d) Submit to the county emergency management director any report he or she requires.
  - (e) May enter into cooperative agreements under [Wis. Stat. § 66.0301](#), ~~Wis. Stats.~~, with Marathon County for emergency management services if approved by the governing body of both the county and city, village, or town.

(O-21-16)

**Sec. 6.076. Utilization of existing services, personnel and facilities.**

- (1) *Policy.* In preparing and executing the emergency ~~government-management~~ services program, the services, equipment, supplies and facilities of the existing departments and agencies of the County shall be utilized to the maximum extent practicable; and the head and personnel of all such departments and agencies are directed to cooperate with and extend such services and facilities as are required of them.
- (2) ~~Fulfillment of duties.~~ Said departments will fulfill emergency and non-emergency duties as assigned under the Marathon County Emergency Operations Plan. Nothing in this section shall be construed so as to limit the Emergency Management Director from immediately starting organizational and planning programs as required by the State of Wisconsin Emergency Operations Plan adopted by the county board.
- (3) *County Board of Supervisors succession to command in emergencies.* To ~~insure~~ensure continuity of government, ~~if a disaster precludes the exercise of emergency duties pursuant to this Chapter by established County Board leadership positions,~~ the following shall ~~be constitute the a temporary order of~~ succession to leadership for ~~the~~ Marathon County ~~Board of Supervisors to serve the purposes of this Chapter until that body is able to take formal action to elect leadership pursuant to its rules:~~
  - ~~(a) County Administrator.~~
  - ~~(b) County Board Chairperson.~~
  - ~~(c) County Board Vice-Chairperson.~~
  - ~~(d) Chairperson of the Public Safety Committee~~

(O-21-16)

**Sec. 6.07. Other emergencies.**

- ~~(1) Joint action municipalities. If the Governor determines that an emergency exists growing out of a disaster, the County Emergency Management Director will activate and direct emergency management services at the appropriate level of government affected by the emergency.~~

**Commented [MP1]:** Suggested due to reporting relationship between public safety committee and LEPC

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~~(2) — Non-joint action municipalities. In the event of a disaster, the County Emergency Management Director will coordinate the municipalities affected and render such assistance as is required and available from County resources.~~

~~(O-21-16)~~

#### **Sec. 6.08. Violations/penalty.**

Whoever intentionally fails to comply with an order issued by an agent of the state or of a local unit of government who is engaged in emergency management activities under this chapter, including training exercises, is subject to a forfeiture of not more than ~~\$5~~200.00.

(O-21-16)

#### **Sec. 6.09. Reserved.**

#### **Sec. 6.10. Powers of law enforcement officers.**

During any state of emergency declared by the governor or during any training program or exercises authorized by the adjutant general, any law enforcement officer, when legally engaged in traffic control, escort duty, or protective service, may carry out the functions anywhere in the state but shall be subject to the direction of the adjutant general through the sheriff of the county in which an assigned function is performed.

(O-21-16)

#### **Sec. 6.11. Administration of claim for reimbursement due to hazardous substance emergency response in accordance with Wis. Stat. § 323.71.**

(1) In this section:

- (a) Discharge means, but is not limited to, spilling, leaking, pumping, pouring, emitting, emptying or dumping.
- (b) Hazardous substance means any substance or combination of substances, including any waste of a solid, semi-solid, liquid or gaseous form which may cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness or which may pose a substantial present or potential hazard to human health or the environment because of its quantity, concentration or physical, chemical or infectious characteristics. This term includes, but is not limited to, substances which are toxic, corrosive, flammable, irritants, strong sensitizers or explosives as determined by the Wisconsin Department of Natural Resources.
- (c) Local agency means an agency of a county, city, village or town, including a municipal police or fire department, a municipal health organization, a county office of emergency management, a county sheriff, an emergency medical service or a public works department.

(2) A person who possesses or controls a hazardous substance that is discharged or who causes the discharge of a hazardous substance shall take the actions necessary to protect public health and safety and prevent damage to property.

(3) If an action required under subsection (2) is not being adequately taken or the identity of a person responsible for a discharge of a hazardous substance is unknown and the discharge threatens public health or safety or damage to property, a local agency may take any emergency action that is consistent with the contingency plan for the undertaking of emergency actions in response to the discharge of hazardous

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substances established by the Department of Natural Resources under [Wis. Stat. § 292.11\(5\)](#), ~~Wis. Stats.~~, and that it considers appropriate under the circumstances.

- (4) A person who possessed or controlled a hazardous substance that was discharged or who caused the discharge of a hazardous substance shall, as provided under subsection (5), reimburse a local agency for actual, reasonable and necessary expenses incurred under subsection (3).
- (5) (a) A local agency seeking reimbursement under subsection (4) shall submit a claim stating its expenses to the Marathon County Director of Emergency Management if the discharge occurred in Marathon County.
  - (b) The Marathon County Director of Emergency Management shall review claims submitted under paragraph (a) and determine the amount of reasonable and necessary expenses incurred. The Director shall provide a person who is liable for reimbursement under subsection (4) with a notice of the amount of expenses he or she has determined to be reasonable and necessary that arise from one discharge and are incurred by all local agencies from which the Director of Emergency Management receives a claim.
  - (c) If a person receiving a notice under paragraph (b) objects to the amount of expenses in the notice, the person may ask the Local Emergency Planning Committee to review the determination of the Director of Emergency Management. The Local Emergency Planning Committee may modify the determination and shall notify the person of the result of its review.
  - (d) A person liable for reimbursement under subsection (4) shall pay the reimbursement directly to each local agency.

(O-21-16)

#### ~~Sec. 6.12. Technical rescue services.~~

- ~~(1) To the extent that technical rescue services continue to be defined, the Marathon County Emergency Management Director shall have the authority to incorporate such services into the Emergency Management Plan and determine whether they should be provided.~~
- ~~(2) Pursuant to § 323.72, Wis. Stats., the Marathon County Department of Emergency Management may contract with the State of Wisconsin Department of Military Affairs to provide a regional structure collapse team.~~

~~(O-21-16)~~

**RESOLUTION # R- 58 - 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 173-86982320 Federal grant
Transfer to:	Sheriff 173-86989 various expenditures
Amount:	\$134,740
Re:	Marathon County LE deflection program

Transfer from:	Sheriff 296-23182320 Federal grant
Transfer to:	Sheriff 296-2319 various expenditures
Amount:	\$140,882
Re:	Tribal and Local Law Enforcement Agency initiative

Transfer from:	Sheriff xxx-xxx82320 Federal grant
Transfer to:	Sheriff xxx-xxx92190/3340 various expenditures
Amount:	\$13,000
Re:	Marathon County Bomb Robot Maintenance Course 2022

Transfer from:	Social Services 179-47982453 State Grant
Transfer to:	Social Services 179-47997170 Direct payments
Amount:	\$208,780
Re:	Community Development Block Grant CV Program

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 25th day of October 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	XXX-XXX82320  173-869	Public Safety – Federal Grant  594O  4/1/22-9/30/23 Fiscal Year	134,740

**TRANSFER TO:** Ref#00135

Action	Account Number	Account Description	Amount
Expenditure Increase	XXX-XXX91110	<span style="color: blue;">594P</span> Wages – Permanent - Regular	3,309
Expenditure Increase	XXX-XXX91110	Wages – Permanent - Regular	1,423
Expenditure Increase	XXX-XXX93490	Other Operating Expenses	40,650
Expenditure Increase	XXX-XXX92190	Other Professional Services	87,913
Expenditure Increase	XXX-XXX93340	Commercial Travel	1,445

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:** 7/18/2022

**COMPLETED BY FINANCE DEPARTMENT:**

Rec'd 9/1/22

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

Date Transferred: 9/2/22 srw



# 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)

Marathon County LE Deflection Program

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

Funds would be used by Marathon County Sheriff's Office, Wausau Police Department, and other Marathon County law enforcement agencies, along with community partner, North Central Health Care develop a program intended to divert individuals facing low-level drug charges to other treatment programs. Officers would refer individuals meeting specific criteria to a Recovery Coach Case Manager, who would develop a treatment plan for the individuals that would allow them to have minor drug-related charges dismissed upon treatment plan compliance. Funds would also be used for officer training, program literature for individuals entering the program, and temporary living cost vouchers for individuals desiring to be removed from an environment non-conducive to recovery during their treatment 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? \_\_\_\_\_

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

**COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE SITE-BASED PROGRAM  
LAW ENFORCEMENT DEFLECTION PROGRAM**

ATTACHMENT A (revised 8/15/22)

Grantee: Marathon County  
 Project Title: Marathon County LE Deflection Program CFDA #16.838  
 Grant Period: From 4/1/2022 To 9/30/2023  
 Grant Number: 2019-COA-01-17155 Program Area: 1

**APPROVED BUDGET**

*See your Egrants Application for details*

	<b>Federal &amp; Match</b>
Personnel	\$3,309
Employee Benefits	\$1,423
Travel/Training	\$1,445
Supplies & Operating Expenses	\$40,650
Consultants	\$87,913
Other	
<b>FEDERAL TOTAL</b>	<b>\$134,740</b>
<b>MATCH TOTAL</b>	
<b>TOTAL APPROVED BUDGET</b>	<b>\$134,740</b>



**Award General Conditions:**

1. Award funds will be used to supplement, not supplant, planned or allocated funds.
2. To be allowable under a grant program, all funds (federal and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 60 days of the grant period ending date.
3. Budget changes in excess of 10% of the approved line item amount and **any** increases for personnel compensation not included in the approved budget require approval from DOJ. **All changes to the contractual category require prior DOJ approval.**
4. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
5. Grant funds will be paid to the grantee on a reimbursement basis.
6. Any changes in personnel involved with the grant including the project director, financial officer and/or signatory needs to be reported in a modification to DOJ via Egrants.
7. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day, unless prior approval is received from DOJ.
8. Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must be expended by the end of the grant period and must be used for the purposes and under the condition applicable to the award.
9. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
10. The recipient agrees to participate in DOJ-sponsored training event, technical assistance events, or conferences held by DOJ or its designees, upon DOJ's request.
11. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.

12. The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as background check fees, etc.
13. Please be advised that a hold may be placed on any application or grant payment if it is deemed that an agency is not in good standing on other Wisconsin Department of Justice (DOJ) grants, has other grants compliance issues that would make the applicant agency ineligible to receive DOJ funding, and/or is not cooperating with an ongoing DOJ grant review or audit.
14. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.
15. Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of program and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, and adherence to any conditions included in the grant award.
16. Grantees must agree to comply with all reporting, data collection, and evaluation requirements, as determined by DOJ's Bureau of Justice Information and Analysis (BJIA).
17. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

# 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	XXX-XXX82320 296-231	Public Safety – Federal Grant 591X	140,882

**TRANSFER TO:** Ref#00134

Action	Account Number	Account Description	Amount
Expenditure Increase	XXX-XXX93140	Small Items Equipment	45,000
Expenditure Increase	XXX-XXX93490	Other Operating Supplies	45,000
Expenditure Increase	XXX-XXX98190	591U Other Capital Equipment	50,882

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:** 8/31/2022

**COMPLETED BY FINANCE DEPARTMENT:**

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

Date Transferred: 8/31/22 srw

# 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)

Tribal and Local Law Enforcement Agency Initiative

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

Program is intended to provide LEAs (Law Enforcement Agencies) with additional resources to help offset certain costs associated with hiring, training, testing, and equipping law-enforcement officers, as well as updating certain technology and policies and implementing new crime-reduction initiatives.

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? \_\_\_\_\_

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

\$140,882.00

**MEMORANDUM OF UNDERSTANDING  
REGARDING USE OF ARPA FUNDS**

**THIS MEMORANDUM OF UNDERSTANDING** ("MOU") is made and entered into by and between the Wisconsin Department of Administration ("DOA"), whose principal business address is 101 East Wilson Street, Madison, WI 53703 and the undersigned tribal or local law enforcement agency ("LEA" or "Grantee"), whose address is identified below.

**WHEREAS**, the United States Department of the Treasury ("Treasury Department") has distributed to DOA funds ("ARPA Funds") from the Coronavirus State Fiscal Recovery Fund pursuant to 42 U.S.C. § 802, as added by section 9901 of the American Rescue Plan Act of 2021 ("ARPA"); and

**WHEREAS**, DOA is administering such funds through a variety of programs and initiatives; and

**WHEREAS**, a rule issued by the U.S. Treasury Department, which took effect on April 1, 2022 (the "Final Rule"), outlines the eligible uses of ARPA funds to include the provision of government services; and

**WHEREAS**, the program outlined by this MOU constitutes the provision of government services within the meaning of the Final Rule;

**NOW, THEREFORE**, DOA and Grantee agree that DOA shall grant, and Grantee may utilize, certain ARPA Funds, which constitutes direct assistance to Grantee as a beneficiary under the Final Rule, defined in the Program Schedule pursuant to the terms and conditions set forth in this MOU.

The term of this MOU will run from the Effective Date until the expiration of the Program outlined in the Program Schedule.

The person(s) signing this MOU on behalf of Grantee certifies and attests to having full and complete authority to bind Grantee, on whose behalf they are executing this document.

**IN WITNESS WHEREOF**, DOA and Grantee have fully executed this MOU as of the date of Grantee's signature below ("Effective Date").

**DEPARTMENT OF ADMINISTRATION**

**GRANTEE**

DS  
alt

DocuSigned by:  
Chris Patton  
BA18DCC38PAD42D...

Scott R Parks

Chris Patton

Name: SCOTT R PARKS

Deputy Secretary

Title: SHERIFF

Department of Administration

Agency: MARATHON COUNTY SHERIFF

Dated: 8/16/2022 | 12:54 PM CDT

Dated: 16 AUG 22

**Federal Award Identification Number:** N/A  
**CFDA #:** 21.027, Coronavirus State and Local Fiscal Recovery Funds  
**Federal Awarding Agency:** Department of the Treasury

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

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**DEPARTMENT:** Sheriff

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	XXX-XXX82320	Public Safety – Federal Grant	13,000

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	XXX-XXX92190	Other Professional Services	8,300
Expenditure Increase	XXX-XXX93340	Commercial Travel	4,700

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 William, Administrative Services Manager

**Date Completed:** 9/1/2022

**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)  
Bomb Robot Maintenance Course 2022
  
- 2) Provide a brief (2-3 sentence) description of what this program does.  
The funds will be used to host a Remotec Robot Maintenance Course for the six FBI accredited bomb squads in the State of Wisconsin. This course will cover proper care and maintenance for each team's respective Remotec robot and will allow each team to work with a certified Remotec instructor to fix any current malfunctions.
  
- 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**

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**DEPARTMENT:** Social Services

**BUDGET YEAR:** 2022

**TRANSFER FROM:**

Action	Account Number	Account Description	Amount
Revenue Increase	179 479 8 2453	SPECIAL SERV-STATE GRT & AID	\$208,780.00

**TRANSFER TO:**

Action	Account Number	Account Description	Amount
Expenditure Increase	179 479 9 7170	DIRECT PAYMENTS	\$208,780.00

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:** Coleen Krasowski

**Date Completed:** 10/6/2022

**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)

Community Development Block Grant CV Program

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

Microenterprise Grant Program:

- Support MCDEVCO to award grants to eligible LMI businesses in Marathon County, outside the City of Wausau, with 5 or less employees that were impacted due to the COVID-19 pandemic

Rental/Mortgage Assistance Program:

- Support North Central Community Action Program to provide rental and mortgage assistance to LMI households in Marathon

County, outside of the City of Wausau, that were impacted due to the COVID-19 pandemic

- 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

**Resolution # R-59-22**

**A RESOLUTION APPROVING AND AUTHORIZING THE IMPLEMENTATION OF THE CLASS COMPENSATION PLAN CREATED BY MCGRATH CONSULTING GROUP, INC.**

**WHEREAS**, the Board of Supervisors is authorized to establish wages, hours, conditions of employment and benefits, pursuant to §59.52(11)(c), Wis. Stats.; and

**WHEREAS**, on September 29, 2013, Marathon County implemented the classification and compensation schedule recommended by Fox-Lawson & Associates and most recently evaluated and implemented an update to this plan in 2017; and

**WHEREAS**, Marathon County has retained The McGrath Consulting Group, Inc. to conduct a new classification compensation schedule and market study to be conducted with respect to providing specific recommendations concerning classification of job positions and duties, as well as set salary ranges consistent with both the private and public sector market; and

**WHEREAS**, County Administration has evaluated the 2023 class and compensation schedule and updates and has formed recommendations, which are attached hereto; and

**WHEREAS**, the attached recommendations are focused on allowing the County to stay competitive in recruitment and retention of employees in light of existing market conditions and the changing economic climate and are necessary due to a 17% vacancy rate in allocated County positions; and

**WHEREAS**, the Marathon County Human Resources, Finance, and Property Committee has reviewed the class and compensation schedule and voted to forward them to the County Board for consideration, with a proposed effective date of December 11, 2022; and

**WHEREAS**, the classification and compensation schedule does not include elected officials, nor does it apply to Marathon County Deputies and Lieutenants in the Sheriff's Office, as they are subject to collective bargaining agreements.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors for the County of Marathon does hereby approve the attached classification/compensation recommendations, effective December 11, 2022.

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

Respectfully submitted this 25<sup>th</sup> day of October, 2022.

Fiscal Impact: The direct fiscal impact to Marathon County for the implementation of the new classification and compensation plan is approximately \$1,583,814.78. The overall cost of the plan is approximately \$2,690,672.12.

HUMAN RESOURCES, FINANCE, AND PROPERTY COMMITTEE

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

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

\_\_\_\_\_



# Marathon County Staffing Update

Recruitment and  
Retention

*Molly Adzic*

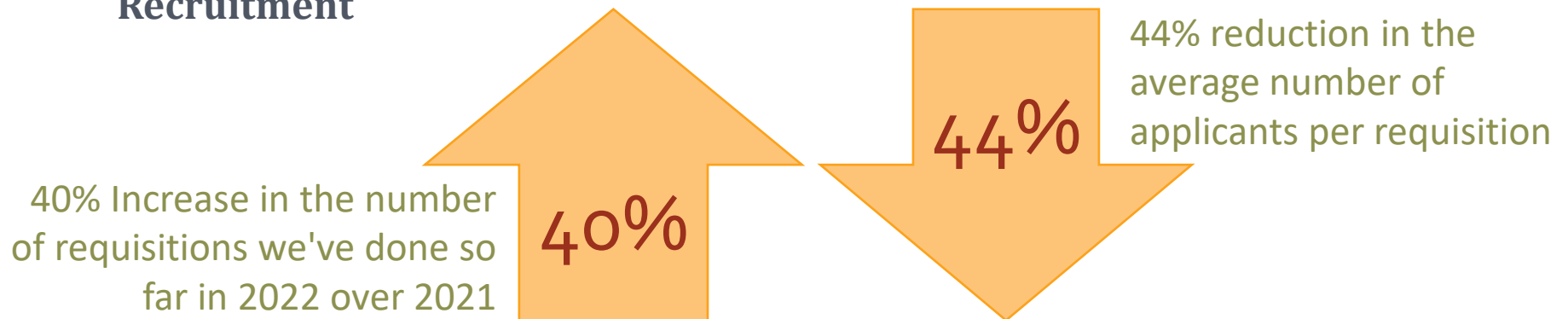
Director of Employee Resources



# Recruitment and Retention

- Attracting and retaining a qualified workforce continues to be one of the largest challenges we face

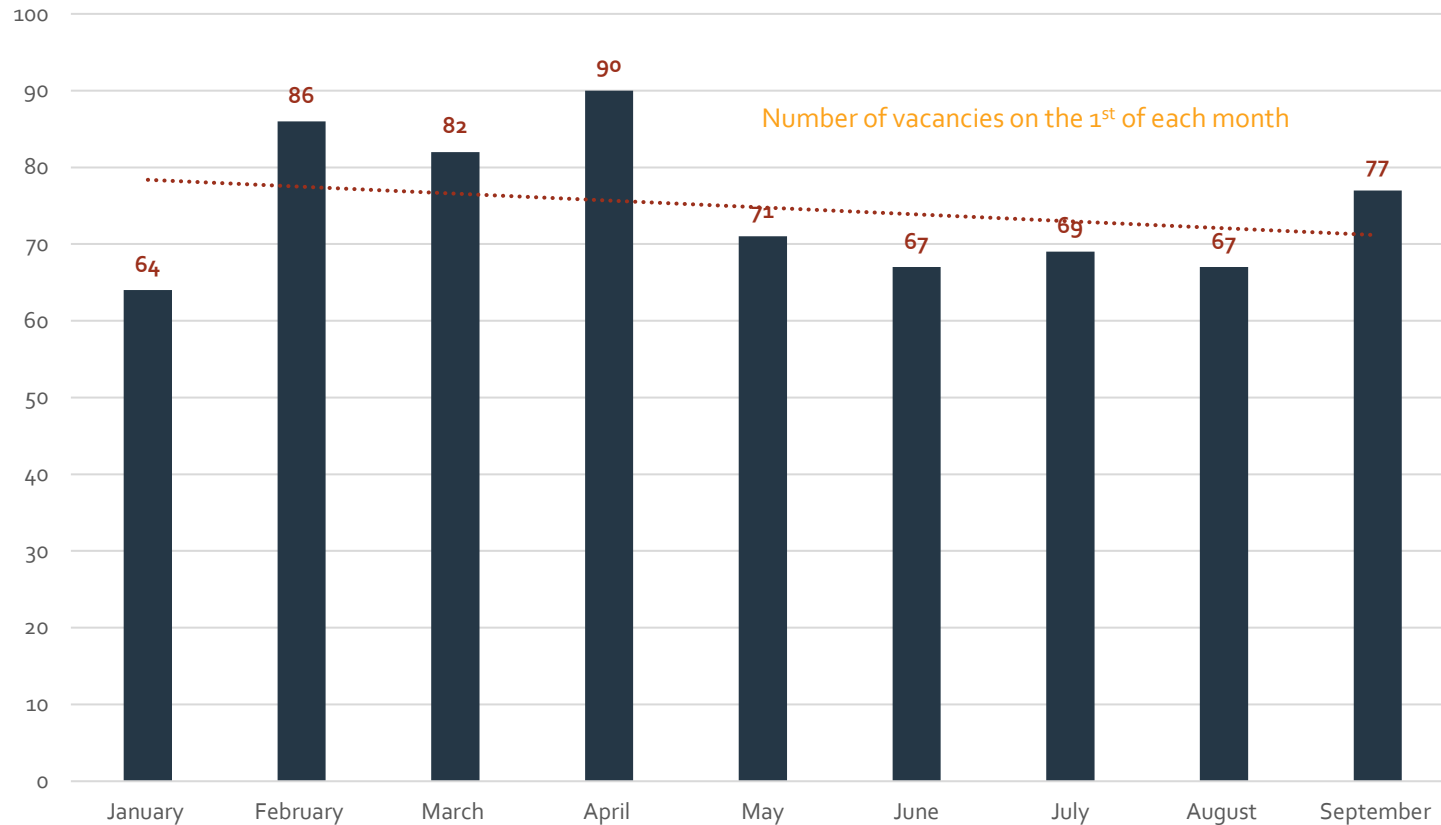
## Recruitment



## Retention

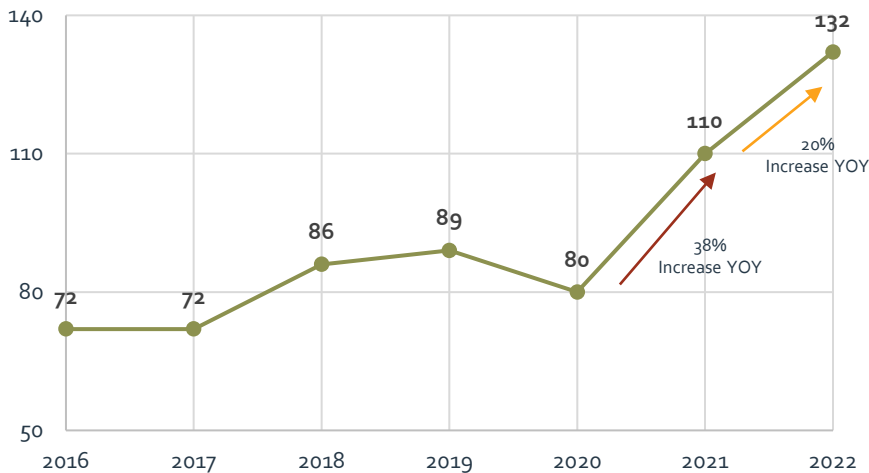
- The County's turnover for 2022 is currently trending around 16%

# 2022 Vacancies MOM

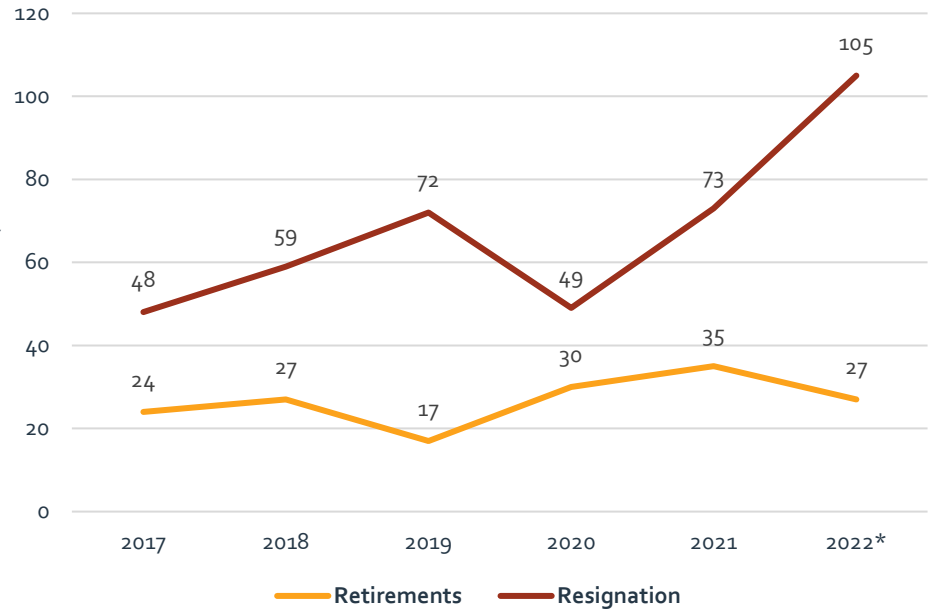


# Employee Separations

### YOY Totals



### Separation Type



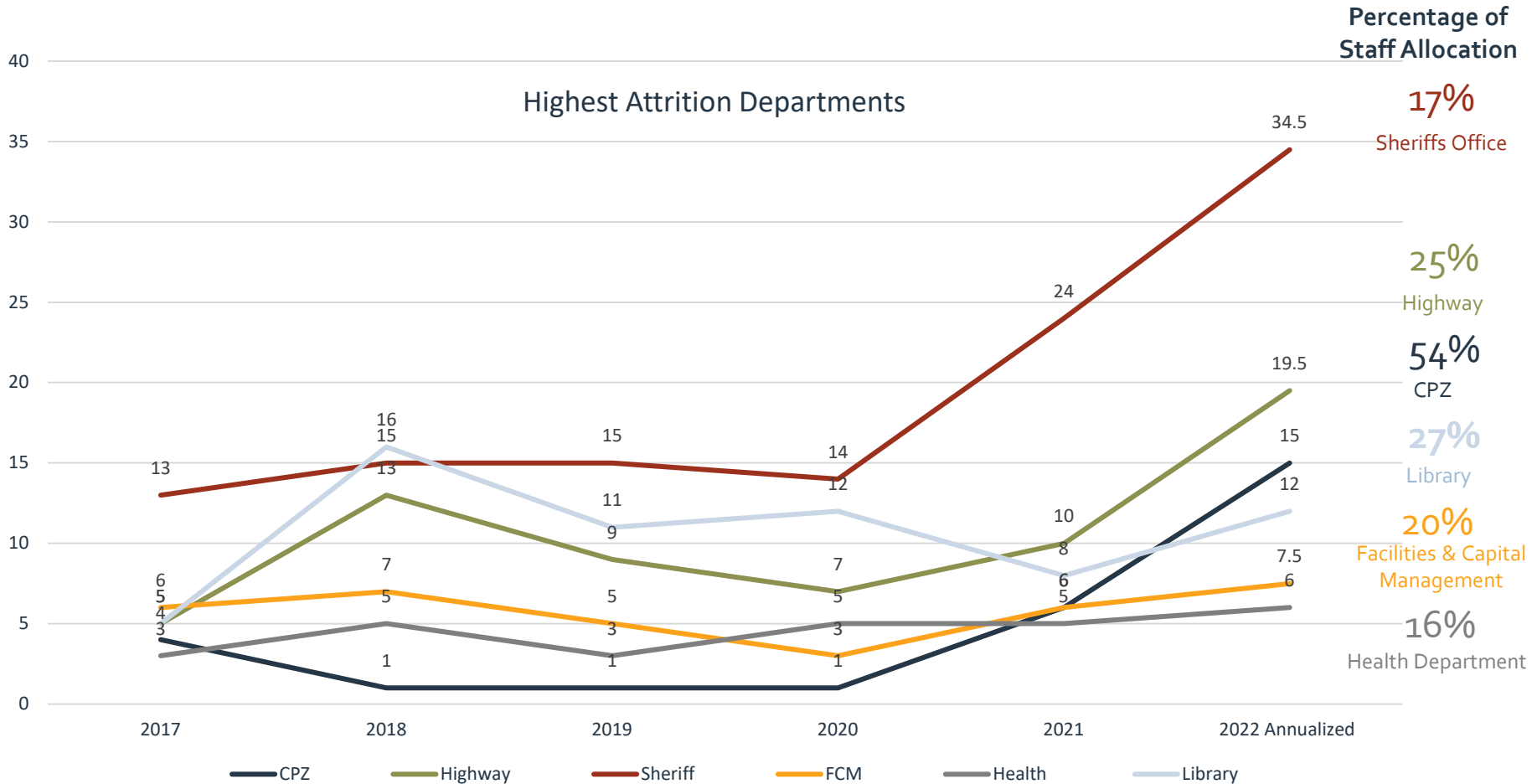
- 56 % increase YOY in early turnover – meaning employees who are choosing to leave employment within the 1<sup>st</sup> year
- 31% of the separations in 2022 have been employees that have been with the county for less than 2 years

2022 numbers have been annualized with data through August

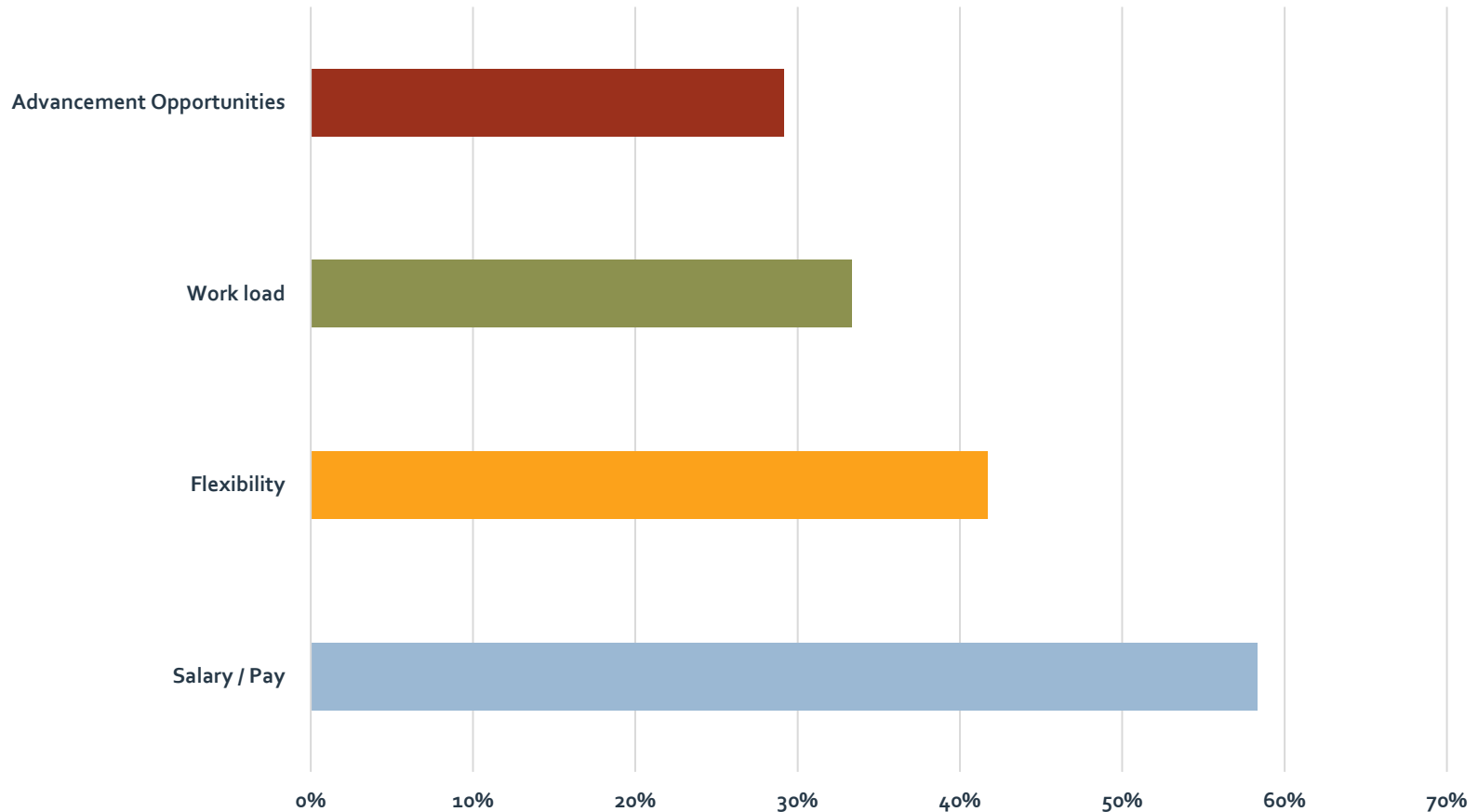


# Attrition by Department

Highest Attrition Departments



# Top Factors Influencing Employees' Decision to Leave Marathon County



# Updated Recruiting Practices and Initiatives

- Increased presence in the community
- Increased social media presence with enhanced marketing efforts
- Hosted a corrections officer recruiting event at our secure detention facility
- Started accepting application in new formats and through additional platforms
- Worked with USI Benefit Consultants to ensure competitive employee benefit programs
- Worked with McGrath Human Resource Group on a Classification and Compensation study to address concerns with employee compensation



# Marathon County, Wisconsin

## *Compensation Study*

9/27/2022

Victoria McGrath  
Malayna Halvorson Maes



# About McGrath



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



# Project Scope

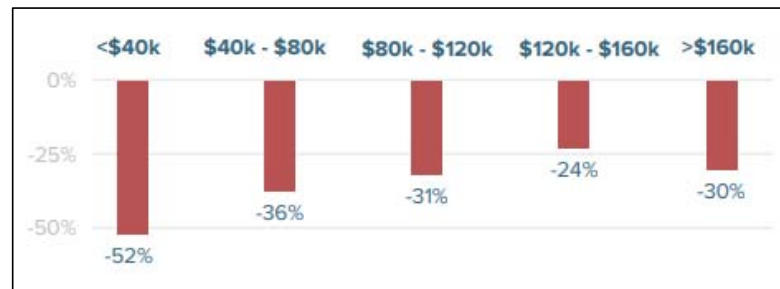


McGrath Human Resources Group was commissioned by Marathon County to conduct a Compensation Study. The objective of the Study is to ensure a compensation plan that:

- 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



# Why are Public Employers Concerned?



*“The decline in job applications per job over the last six years is being felt across all job types and salary levels. The hardest hit are jobs that pay below \$40,000 per year, which are frequently the jobs that interface with the public and community members the most. This may unfortunately lead to a decrease in the quality of services that agencies are able to provide.” (Source: Neogov 2021 Job Seeker Report.)*



# Why are Public Employers Concerned?



Public employers are battling for their talent because:

- Long term employment has less appeal to the younger workforce.
- There is a real or perceived decline in public support for government workers.
- Public employers do not feel they can compete with salaries and benefits as benefits erode and the private sector is more competitive.
- There is a growing skills gap. Many government jobs now require specialized education or training. Fewer positions are 'learn on the job.'
- Public employers are not able to offer the same level of flexible work arrangements to all employees.
- There are limited financial resources.
- Not all work cultures are pleasing and supportive.



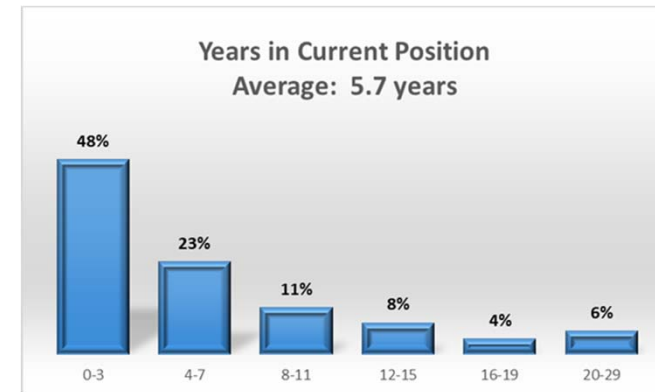


# Why are Public Employers Concerned?



Average Retention in State and Local Government is 6.9 years [Local Government-Bureau of Labor Statistics, September 2022]

- Marathon County Average Retention is 9.0 years
- Marathon County Average Retention in current position is 5.7 years



Average Turnover in State and Local Government is 20.2%. [Annual Separation Rates- Bureau of Labor Statistics, 2021]

- Marathon County Turnover averages around 16%



# Study Methodology



- Interviews with Administration, Employee Resources, Department Heads and Managers.
- Review of data from current Compensation System, organizational charts, current job descriptions, and compensation policies.
- Solicited compensation data from public comparable organizations (Minimum, Midpoint, Maximum, and incumbent salary).
- Collected compensation data from local private employers.
- All positions requested to complete a Position Questionnaire (PQ). At least one (1) PQ was required per position (regardless of classification title).
- Recommendations reviewed with Administration, Human Resources, and each Department Head prior to finalization.



# Public Comparables

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	



Aggregate listing.

Not every comparable is used for every position.



# Market Summary Findings



## 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%\* or greater

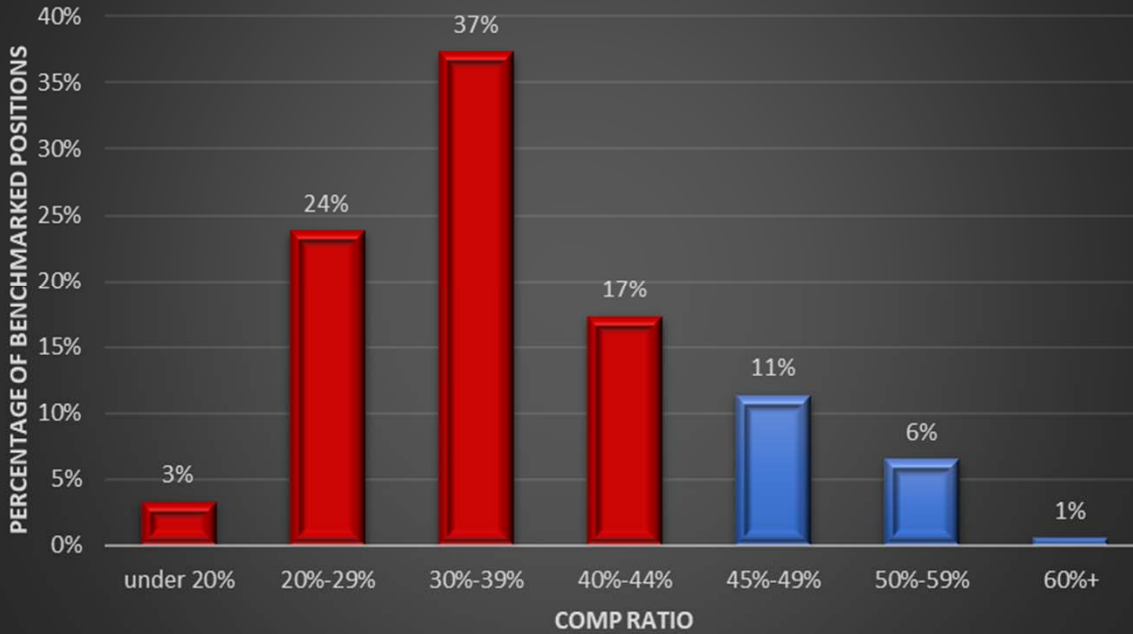
\*Current market conditions may show 45%-49% is at risk of not being market competitive



# Range Minimums



### Comp Ratio - Average Minimum Rates



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

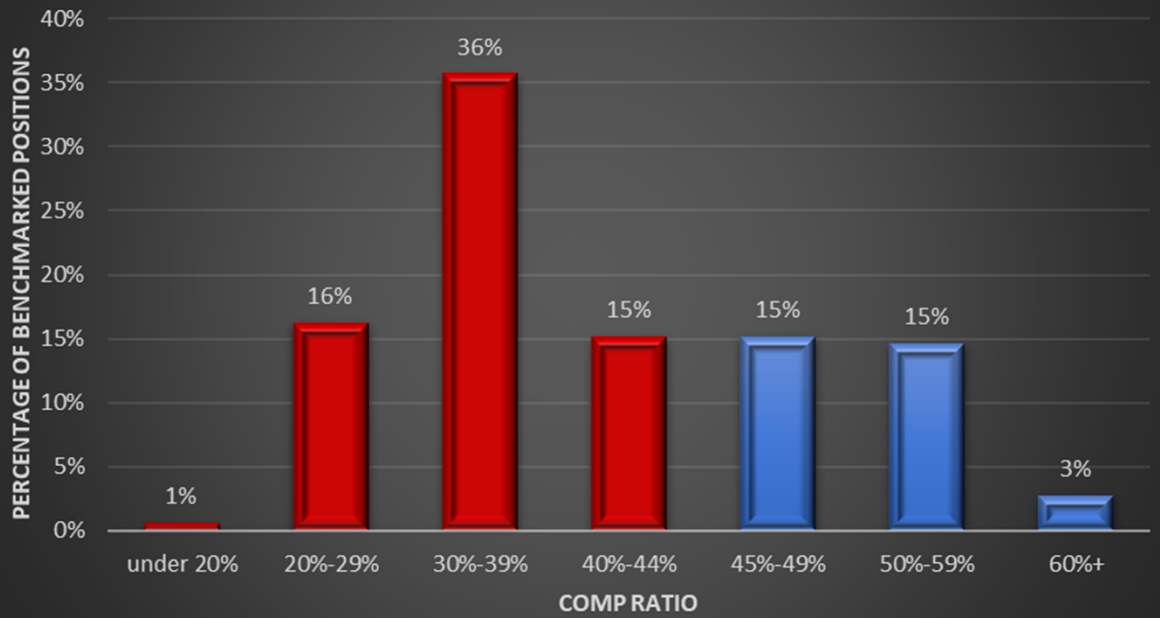
County has not adjusted Minimum rate in approximately 10 years



# Range Midpoints



### 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

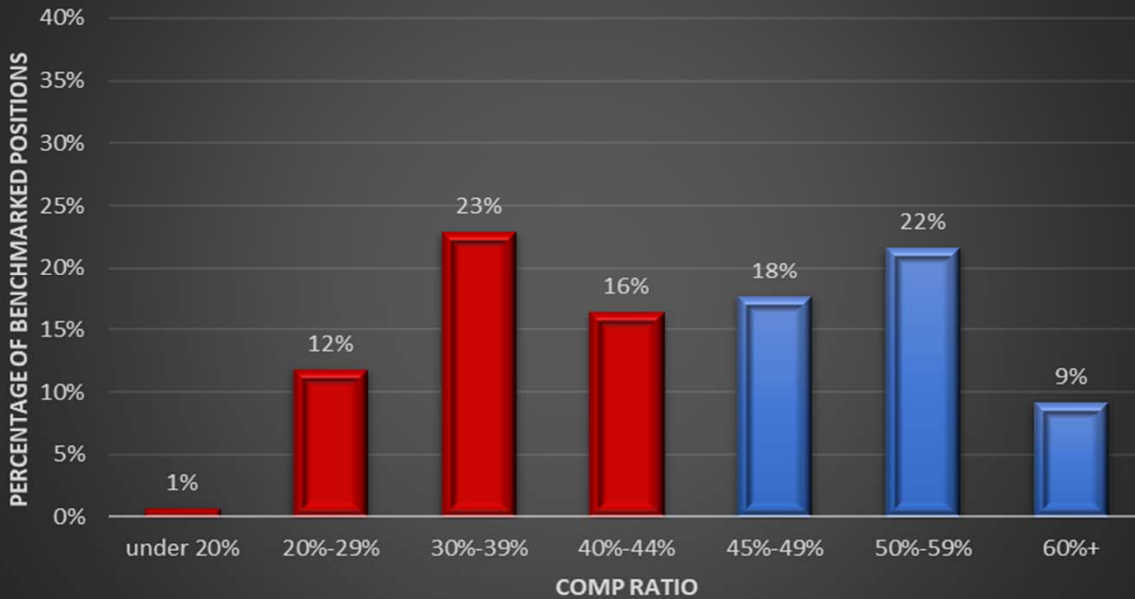


# Average Market to Incumbents

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



# Progression Through Existing System

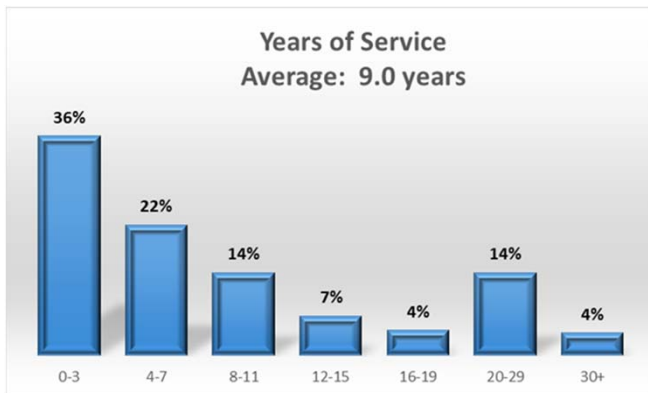


A	B	C	D	E	F
	Employer Salary Range Minimum	Employer Salary Range Midpoint	Employee with 4% Annual Adjustments	Market Minimum (2% Trend)	Market Midpoint (2% Trend)
HIRE	\$36,732.80	\$43,160.00	\$33,753.46	\$36,732.80	\$43,160.00
yr. 2	\$36,732.80	\$43,160.00	\$35,103.60	\$37,467.46	\$44,023.20
yr. 3	\$36,732.80	\$43,160.00	\$36,507.74	\$38,216.81	\$44,903.66
yr. 4	\$36,732.80	\$43,160.00	\$37,968.05	\$38,981.14	\$45,801.74
yr. 5	\$36,732.80	\$43,160.00	\$39,486.77	\$39,760.76	\$46,717.77
yr. 6	\$36,732.80	\$43,160.00	\$41,066.25	\$40,555.98	\$47,652.13
yr. 7	\$36,732.80	\$43,160.00	\$42,708.89	\$41,367.10	\$48,605.17
yr. 8	\$36,732.80	\$43,160.00	\$44,417.25	\$42,194.44	\$49,577.27
yr. 9	\$36,732.80	\$43,160.00	\$46,193.94	\$43,038.33	\$50,568.82
yr. 10	\$36,732.80	\$43,160.00	\$48,041.70	\$43,899.10	\$51,580.20
yr. 11	\$36,732.80	\$43,160.00	\$49,963.37	\$44,777.08	\$52,611.80
yr. 12	\$36,732.80	\$43,160.00	\$51,961.90	\$45,672.62	\$53,664.04
yr. 13	\$36,732.80	\$43,160.00	\$54,040.38	\$46,586.07	\$54,737.32
yr. 14	\$36,732.80	\$43,160.00	\$56,201.99	\$47,517.79	\$55,832.06
yr. 15	\$36,732.80	\$43,160.00	\$58,450.07	\$48,468.15	\$56,948.70





# Demographics



9/27/2022

36% of the workforce has less than four (4) years of service.

There is a significant gap of experience within the workforce, and the percentage of tenure declines as the years progress.

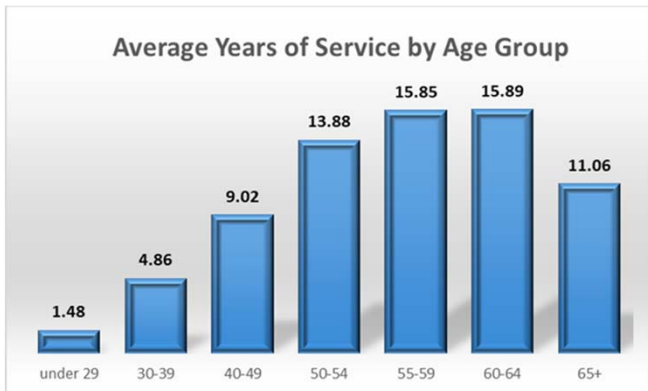
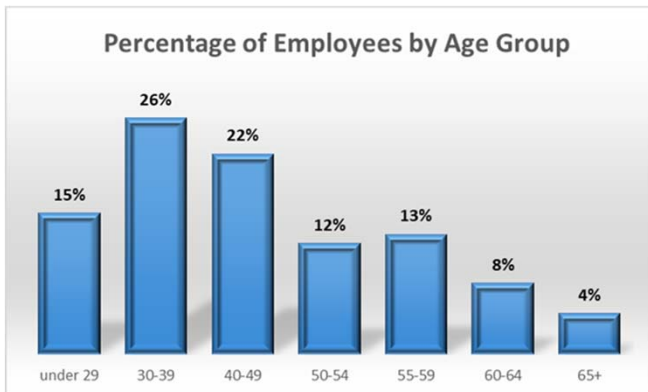
There is a spike at 20 years of service or greater, likely meaning that if an employee attains 20 years, they are currently staying.

The noticeable decline in tenure is an indication that the County simply cannot retain their personnel. This can be concerning in future years considering the age of the tenured staff, and when their retirements will occur.

Victoria McGrath  
Malayna Halvorson Maes



# Demographics



Age groups 50+ are the County's most tenured.

25% of the workforce is age-eligible for retirement under the WRS.

41% of the workforce is under age 40, which is currently the most mobile workforce with the least tenure.



# Summary of Findings



The current Salary Schedule has fallen behind in the comparable market.

Employee salary adjustments have not been enough to maintain salaries competitively within the market.

Position classifications (job titles) are very generalized, and most do not align with the external market/respective industry.



# Compensation Philosophy



- Recommend Salary Schedule to be at the 55th percentile
  - Must be sustainable long-term – Salary Schedule has been set at average market
  - Uncertain economic times
  - Wisconsin County Tax Limits



# Recommendations



1. Average Market Compensation Philosophy
2. Range System Structure
  - 23 Pay Grades
  - Average Market set at 12% into the Range
  - 40% Range (Minimum to Maximum) for Pay Grades C-O
  - 35% Range (Minimum to Maximum) for Pay Grades P-AA
  - Employee Progression through the ranges will continue to be performance based
3. Classification System more reflective of working titles; follow a consistent Structure



# Visual



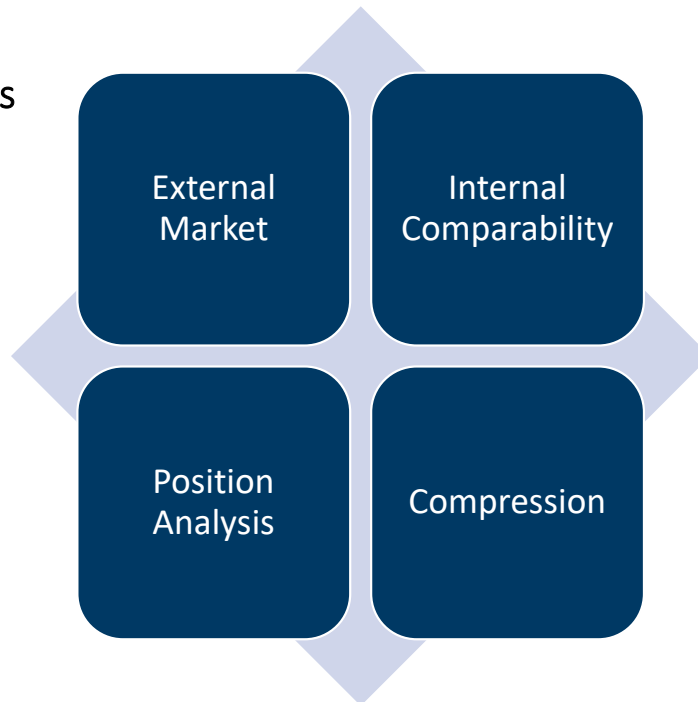
Pay Grade	Recommended Title	SALARY RANGE		
		Minimum	Market	Maximum
C		\$13.60	\$15.23	\$19.04
		\$28,288.00	\$31,678.40	\$39,603.20



# Position Placement



Utilization of several factors used to place positions:



All position placements discussed with Department Heads to provide feedback prior to finalization.



# Future



1. Employee Resources and Administration have been educated on how to manage and maintain the Compensation System moving forward.
  - Organization must commit to market adjustments to the Structure at regular intervals to ensure the salary ranges maintain competitiveness.
2. Periodic review of the External Market (recommended every 3-5 years).
  - HR Metrics will help identify when it is time.





## Questions/Comments/Discussion

Pay Grade	Recommended Title	SALARY RANGE		
		Minimum	Market	Maximum
C		<b>\$13.60</b>	<b>\$15.23</b>	<b>\$19.04</b>
	Library Page	\$28,288.00	\$31,678.40	\$39,603.20
D		<b>\$15.63</b>	<b>\$17.51</b>	<b>\$21.88</b>
	Lead Library Page Library Assistant	\$32,510.40	\$36,420.80	\$45,510.40
E		<b>\$16.42</b>	<b>\$18.39</b>	<b>\$22.99</b>
	Custodian I Driver Lead Library Assistant Nutrition Site Manager	\$34,153.60	\$38,251.20	\$47,819.20
F		<b>\$17.57</b>	<b>\$19.68</b>	<b>\$24.60</b>
	Administrative Assistant Custodian II Operations and Maintenance Technician I	\$36,545.60	\$40,934.40	\$51,168.00
G		<b>\$18.80</b>	<b>\$21.06</b>	<b>\$26.32</b>
	Administrative Specialist Juvenile Court Clerk Lead Custodian Program Support Specialist	\$39,104.00	\$43,804.80	\$54,745.60
H		<b>\$20.12</b>	<b>\$22.53</b>	<b>\$28.17</b>
	Account Specialist - Courts Deputy Court Clerk Deputy Register in Probate Economic Support Specialist Evidence Technician Family Support Specialist Legal Assistant Library Specialist Senior Administrative Specialist Veterans Benefits Coordinator	\$41,849.60	\$46,862.40	\$58,593.60
I		<b>\$21.53</b>	<b>\$24.11</b>	<b>\$30.14</b>
	Account Specialist - Child Support Building Maintenance Technician Child Support Specialist Civil Process Specialist Inventory Technician	\$44,782.40	\$50,148.80	\$62,691.20

IT Technician - Health  
 Judicial Assistant  
 Lead Library Specialist  
 Parks Maintenance Technician  
 Restitution Specialist  
 Victim Witness Specialist

	<b>\$23.04</b>	<b>\$25.80</b>	<b>\$32.26</b>
--	----------------	----------------	----------------

	\$47,923.20	\$53,664.00	\$67,100.80
--	-------------	-------------	-------------

911 Communications Dispatcher  
 Accounting Specialist  
 Building Maintenance Specialist  
 Conservation Technician  
 Construction Crew Technician  
 Corrections Officer  
 GIS Technician  
 Highway Section Worker  
 Lab Technician  
 Land Use Technician  
 Lead Economic Support Specialist  
 Library Business Specialist  
 Onsite Wastewater Technician  
 Parks Maintenance Specialist  
 Survey Technician  
 Vehicle Maintenance Technician  
 Web Content Specialist

<b>K</b>	<b>\$24.65</b>	<b>\$27.61</b>	<b>\$34.51</b>
----------	----------------	----------------	----------------

	\$51,272.00	\$57,428.80	\$71,780.80
--	-------------	-------------	-------------

Arborist  
 Assistant Veterans Service Officer  
 Branch Coordinator  
 Bridge Crew Technician  
 Clerk of Court Supervisor  
 Contract Specialist  
 Corrections Team Lead  
 Custodial Supervisor  
 Diversion Program Specialist  
 Emergency Management Coordinator  
 Fabricator/Welder  
 Fuel Operator  
 Heavy Equipment Operator  
 Horticulturalist  
 IT Specialist - Library  
 Lead Child Support Specialist  
 Lead Maintenance Specialist  
 Marketing & Communications Specialist  
 Mechanic  
 Nutrition Program Supervisor  
 Operations and Maintenance Technician II  
 Paralegal  
 Real Property Lister  
 Sign Technician

**Waste Management Specialist**

L	\$26.38	\$29.54	\$36.93
	\$54,870.40	\$61,443.20	\$76,814.40
Badging Coordinator			
Case Manager			
Chief Deputy County Clerk			
Chief Deputy Register of Deeds			
Community Health Educator			
Community Support Specialist			
Conservation Specialist			
Deputy Treasurer			
EHS & Hazardous Waste Specialist			
Environmental Systems & Pollution Control Specialist			
Highway Crew Leader			
Human Resources Generalist			
Information & Assistance Specialist			
Investigator - DA			
Land Use Specialist			
Lead Branch Coordinator			
Lead Mechanic			
Onsite Wastewater Specialist			
Operations and Maintenance Technician III			
Public Safety Fleet Coordinator			
Public Safety Technology Specialist			
Purchasing /Fleet Coordinator			
Purchasing Coordinator			
Recreation Coordinator			
Register in Probate			
Sr IT Specialist - District Attorney			
M	\$28.22	\$31.61	\$39.51
	\$58,697.60	\$65,748.80	\$82,180.80
Accountant			
Caregiver Support Specialist			
Chief Deputy Clerk of Court			
Communications Center Supervisor			
Corrections Supervisor			
County Forester			
Dementia Specialist			
Disability Benefit Specialist			
Economic Support Supervisor			
Elder Benefit Specialist			
GIS Specialist			
Librarian			
Office Manager			
Public Health Sanitarian			
Public Information and Communications Coordinator			
Resource Specialist			
Social Worker			
Victim Witness Coordinator			
N	\$30.20	\$33.82	\$42.28

		\$62,816.00	\$70,345.60	\$87,942.40
	Conservation Analyst			
	Deputy Medical Examiner			
	Environmental Health Coordinator			
	Human Resources Analyst			
	Human Resources Benefits Analyst			
	HVAC Building Maintenance Specialist			
	Land Use Analyst			
	Lead Social Worker			
	Licensed Building Maintenance Specialist			
	Licensed Clinical Social Worker			
	Planner			
	Public Health Nurse			
<b>O</b>		<b>\$32.31</b>	<b>\$36.19</b>	<b>\$45.23</b>
		\$67,204.80	\$75,275.20	\$94,078.40
	Administrative Manager			
	ADRC Community Outreach Manager			
	ADRC Program Supervisor			
	Business Analyst			
	County Surveyor			
	Data Officer			
	Diversion Program Manager			
	Facilities Maintenance Manager			
	Fiscal Supervisor			
	Fleet & Facility Supervisor			
	GIS Coordinator			
	Operations and Maintenance Supervisor			
	Operations Supervisor			
	Parks Forester			
	Recreation Supervisor			
	Risk Manager			
	Senior Human Resources Analyst			
	Senior Planner			
<b>P</b>		<b>\$35.54</b>	<b>\$39.81</b>	<b>\$47.98</b>
		\$73,923.20	\$82,804.80	\$99,798.40
	Business Manager			
	Conservation Program Manager			
	Construction Project Manager			
	County Forest Administrator			
	Economic Support Manager			
	Justice Services Coordinator			
	Financial Internal Auditor			
	Financial Systems Analyst			
	Land Resources Manager			
	Library Manager			
	Operations Manager			
	Planning & Land Information Manager			
	Public Health Supervisor			
<b>Q</b>		<b>\$38.04</b>	<b>\$42.60</b>	<b>\$51.35</b>
		\$79,123.20	\$88,608.00	\$106,808.00

	Administrative Services Manager Assistant Corporation Counsel Assistant Jail Administrator Chief Deputy Medical Examiner Child Support Manager Human Resources Manager Nutrition Program Manager Social Work Supervisor			
R		\$40.70	\$45.58	\$54.95
		\$84,656.00	\$94,806.40	\$114,296.00
	Assistant Airport Director Assistant Parks and Recreation Director Court Commissioner Deputy Highway Commissioner			
S		\$43.54	\$48.77	\$58.78
		\$90,563.20	\$101,441.60	\$122,262.40
	Captain Child Welfare Manager Division Manager Emergency Management Director Family Court Commissioner Jail Administrator Library Director Medical Examiner Solid Waste Director Veterans Services Director			
T		\$46.59	\$52.18	\$62.90
		\$96,907.20	\$108,534.40	\$130,832.00
	Chief Deputy Conservation, Planning, & Zoning Director Deputy Corporation Counsel Facilities and Capital Management Director Health Officer Highway Commissioner Parks, Recreation, and Forestry Director			
U		\$49.85	\$55.83	\$67.30
		\$103,688.00	\$116,126.40	\$139,984.00
	Airport Director Executive Director - ADRC Human Resources Director			
V		\$53.34	\$59.74	\$72.01
		\$110,947.20	\$124,259.20	\$149,780.80
	Deputy County Administrator Finance Director Social Services Director			
W		\$57.07	\$63.92	\$77.04
		\$118,705.60	\$132,953.60	\$160,243.20
	Corporation Counsel			

X	<b>\$61.06</b>	<b>\$68.39</b>	<b>\$82.43</b>
	\$127,004.80	\$142,251.20	\$171,454.40
AA	<b>\$73.28</b>	<b>\$82.07</b>	<b>\$98.93</b>
	\$152,422.40	\$170,705.60	\$205,774.40
<b>County Administrator</b>			

**RESOLUTION #R-60-22**

**APPROVAL OF JURISDICTIONAL TRANSFER OF PORTION OF COUNTY HIGHWAY B**

**WHEREAS**, the portion of County Highway B running from State Highway 107 easterly and southerly for a distance of 1,600 feet to the south right-of-way line of South Road is set for reconstruction: and

**WHEREAS**, this portion of County Highway B lies within the Village of Marathon City but is currently under Marathon County jurisdiction; and

**WHEREAS**, Marathon County and the Village of Marathon City have agreed to share certain duties, responsibilities, costs and expenses in connection with the same reconstruction project, to wit:

- A) THE COUNTY OF MARATHON** shall be the lead agency and the agency responsible in connection with the design and reconstruction of the previously identified portion of County Highway B, whereby the cost of said design and reconstruction shall be 100% county funded. Cost to include:
  - a. Design
  - b. Curb and Gutter along 8<sup>th</sup> Street from STH 107 easterly a distance of 192 feet.
  - c. Spot curb repair if needed.
  - d. All asphalt paving including grading.
  - e. Roadway will be paved with 12’ driving lanes and 4 bike/pedestrian lanes.
- B) THE VILLAGE OF MARATHON CITY** shall pay for any storm sewer repairs or upgrades if required.
- C) THE VILLAGE OF MARATHON CITY** will assume ownership of the roadway from STH 107 to the South Right-of-Way of South Road upon completion of the construction.
- D) THE VILLAGE OF MARATHON CITY** will be responsible for all maintenance from STH 107 to the South Right-of-Way of South Road upon completion of the project.
- E) THE VILLAGE OF MARATHON CITY** will add said roadway to the village’s gas tax map as a local road.

**NOW THEREFORE BE IT RESOLVED**, by the County Board of Supervisors of the County of Marathon, that the portion of County Highway B from State Highway 107 easterly and southerly for a distance of 1,600 feet to the south right-of-way line of South Road in the Village of Marathon City will be jurisdictionally transferred from Marathon County to the Village of Marathon City upon completion of reconstruction. The appropriate County officials are hereby directed and authorized to execute said transfer contingent upon the Village of Marathon City entering into a written agreement with the County of Marathon as to the duties, responsibilities, costs, and expenses in connection with the reconstruction project.

Dated this 25<sup>th</sup> day of October, 2022

**INFRASTRUCTURE COMMITTEE**

_____	_____
_____	_____
_____	_____

\_\_\_\_\_

Fiscal Impact: The design and reconstruction would obligate approximately \$140,000 from the County’s bituminous surfacing fund during fiscal year 2023. The transfer of jurisdiction of this highway section would also reduce future costs to the County by eliminating maintenance and replacement costs for this roadway section moving forward.



**RESOLUTION #R-61-22**

**ADOPTING THE MARATHON COUNTY ALL HAZARDS MITIGATION PLAN UPDATE**

**WHEREAS**, Marathon County recognizes the threat that natural hazards pose to people and property; and

**WHEREAS**, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

**WHEREAS**, an adopted all hazards mitigation plan is required as a condition of future grant funding for mitigation projects; and

**WHEREAS**, pursuant to 44 CFR Part 201, all hazard mitigation plans are required to be updated every five years; and

**WHEREAS**, Marathon County adopted its last 5-year All Hazards Mitigation Plan update on March 28, 2017; and

**WHEREAS**, Marathon County participated jointly in the planning process with the other local units of government within the County to prepare an update to its All Hazards Mitigation Plan;

**NOW, THEREFORE, BE IT RESOLVED**, that the Marathon County Board of Supervisors, hereby adopts the Marathon County All Hazards Mitigation Plan Update as an official plan; and

**BE IT FURTHER RESOLVED**, that the Marathon County Emergency Management Department will submit, on behalf of the participating municipalities, the adopted All Hazards Mitigation Plan Update to Wisconsin Emergency Management and Federal Emergency Management Agency officials for final approval.

Dated this 25<sup>th</sup> day of October, 2022

**PUBLIC SAFETY COMMITTEE**

_____	_____
_____	_____
_____	_____

\_\_\_\_\_

Fiscal Impact: No fiscal impact.



State Of Wisconsin  
Department of Military Affairs  
Division of Emergency Management

Greg Engle  
Administrator

Tony Evers  
Governor

September 22, 2022

Philip Rentmeester, Director  
Marathon County Emergency Management  
500 Forest St.  
Wausau, WI 54403

Dear Mr. Rentmeester:

Wisconsin Emergency Management (WEM) has reviewed the *Marathon County All Hazards Mitigation Plan*. The Federal Emergency Management Agency (FEMA) and WEM have signed a Program Administration by States operational agreement, dated October 29, 2018, allowing WEM to review local mitigation plans to ensure they meet the required criteria for a multi-jurisdiction hazard mitigation plan outlined in 44 CFR Part 201.

The county and participating jurisdictions *must now adopt* the plan, within one-year of the date listed on this letter, to have a FEMA-approved hazard mitigation plan and be eligible for funding through the Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC) program, and the Flood Mitigation Assistance (FMA) program.

I have emailed a copy of “Katie’s Plan Review Tool” for your records.

If you have any questions, please email me at [alex.krebs@widma.gov](mailto:alex.krebs@widma.gov) or Robyn Fennig [robyn.fennig@widma.gov](mailto:robyn.fennig@widma.gov)

Sincerely,

Alex Krebs  
Hazard Mitigation Planner  
Wisconsin Emergency Management

Enclosure

Cc: Teresa Erler, Northeast Regional Emergency Management Director, WEM  
Janell Rucinski, Northeast Regional Emergency Management Office Operations  
Associate, WEM  
Darryl Landeau, Senior Planner, NCWRPC

**RESOLUTION #R-62-22**

**Resolution Requesting the State of Wisconsin to Review and Revise the Entry-Level Compensation Rate for Assistant District Attorneys**

WHEREAS, Assistant District Attorneys serve as the backbone of the State of Wisconsin’s ability to prosecute cases in all of its seventy-two counties, and

WHEREAS, any shortage of these Assistant District Attorneys creates backups in the justice system, which can lengthen cases, create more pressure on existing staff, and delay or deny justice to individuals part to these cases, and

WHEREAS, the entry-level compensation rate for Assistant District Attorneys in Wisconsin in 2022 sits at \$26.70 per hour, which is annualized to approximately \$54,000 per year, and

WHEREAS, this entry-level compensation rate for Assistant District Attorneys has not kept up with the rate of inflation and sits well below the national average for similar positions in District Attorney offices across the country, and

WHEREAS, this entry-level compensation rate for Assistant District Attorneys sits below other public sector attorney positions in both Marathon County and around the State of Wisconsin, and

WHEREAS, this entry-level compensation rate for Assistant District Attorneys is not competitive in today’s workforce environment, accelerates staffing turnover in District Attorney offices around the State of Wisconsin, and endangers public safety, and

WHEREAS, in an effort to make District Attorney offices more competitive in their entry-level compensation offerings for Assistant District Attorneys, Marathon County requests that the State of Wisconsin review and revise the entry-level compensation rate for Assistant District Attorneys to remain competitive with similar positions in District Attorney offices around the country, other public sector attorney positions, and the private sector, as well as to keep up with the rate of inflation.

NOW, THEREFORE, BE IT RESOLVED by the Marathon County Board of Supervisors that the State of Wisconsin is hereby requested to review and revise the entry-level compensation rate for Assistant District Attorneys in order to remain competitive with similar positions in District Attorney offices around the country, other public sector attorney positions, and the private sector, as well as to keep up with the rate of inflation.

BE IT FURTHER RESOLVED that a copy of this resolution is sent to Governor Tony Evers, all members of the Wisconsin State Legislature representing Marathon County, the Wisconsin Counties Association, and all other Wisconsin Counties.

Dated this 25<sup>th</sup> day of October, 2022

**PUBLIC SAFETY COMMITTEE**

_____	_____
_____	_____
_____	_____

\_\_\_\_\_

Fiscal Impact: No fiscal impact.

**RESOLUTION # R-63-22**

**TO ADOPT AN EMERGENCY MANAGEMENT PLAN FOR  
MARATHON COUNTY: 2022**

**WHEREAS**, Wis. Stat. § 323.14(1)(a), requires that each county board shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management; and

**WHEREAS**, the current emergency management plan was in need of revision; and

**WHEREAS**, the Marathon County Emergency Management Director has undertaken the task of revising the emergency management plan to conform to the state law and current practice; and

**WHEREAS**, on September 6, 2022, the Public Safety Committee voted to approve revisions and to forward to the county board the draft as set forth in the Attachment hereto.

**NOW, THEREFORE**, the Marathon County Board of Supervisors hereby ordain and resolve to: adopt the revised emergency management plan to read as described in the Attachment hereto.

Dated this 25<sup>th</sup> day of October, 2022

**PUBLIC SAFETY COMMITTEE**

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

\_\_\_\_\_

**BOARD CHAIR**

\_\_\_\_\_  
Kurt Gibbs

***Financial Impact:*** No anticipated budgetary impact for 2023

# MARATHON COUNTY

## EMERGENCY OPERATIONS PLAN



Lead Department:

Marathon County Administration

Supporting Departments:

- Central Wisconsin Airport
- Conservation Planning and Zoning
- City-County Information Technology Commission
- City-County Parks, Recreation, Forestry
- Emergency Management
- Finance
- Health
- Highway
- Sheriff's Office
- Social Services
- Solid Waste

The Marathon County Emergency Operations Plan was developed by  
Marathon County Emergency Management



# Marathon County Emergency Operations Plan

Memorandum for Record

Promulgation

This version of the Marathon County Emergency Operations Plan has been formally recognized and adopted by Marathon County effective **October 25, 2022** and superseded all previous plans.

It has been reviewed and adopted this 25th day of October 2022.

---

Lance Leonard, Administrator  
Marathon County

# Marathon County Emergency Operations Plan

Insert Resolution Adopting the Plan

# Marathon County Emergency Operations Plan

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# Marathon County Emergency Operations Plan

## I. INTRODUCTION

### A. Purpose

Most emergencies are handled by local first responders using their standard operating procedures or guidelines and are typically sufficient to handle day-to-day emergency response activities. When additional resources are needed, those affected departments mutual aid plans are activated to bring more resources to the scene. However, during a large-scale emergency or disaster, community resources will be overwhelmed and require assistance not just from mutual aid, but from a larger geographic area regionally and potentially from throughout the State. The Marathon County Emergency Operations Plan (EOP) is a comprehensive all-hazards plan developed by the authority of Chapter 323 of the Wisconsin Statutes, which provides for a county program of emergency management as well in Marathon County Municipal Code Chapter 6 – Emergency Management. Attachment 2 identifies additional legal authorities relevant to the plan.

As a home rule state, Wisconsin (State) recognizes that the safety and well-being of every resident of every jurisdiction in the State is the responsibility of the senior elected officials at the lowest level of government affected by an emergency. It is the premise of this plan that all county departments share the responsibility for working together in mitigating, preparing for, responding to, and recovering from the effects of an emergency or disaster event.

The Marathon County Board of Supervisors is responsible to develop and adopt an emergency management plan and program that is compatible with the State plan of emergency management. This plan is not intended to be a script followed to the letter, but flexible and adaptable to the actual situation.

Together with relevant State and federal law and with its supporting plans and documents, this plan:

1. Facilitates the protection of lives, property and the environment in an all-hazard approach.
2. Coordinates identification of mitigation opportunities, response and support to disasters, damage assessment and reporting, and implementation of recovery efforts.
3. Coordinates supporting plans outlined within Emergency Support Functions (ESFs), attachments, and appendices.
4. Provides emergency management policy for administration, department heads, agency managers and others.
5. Provides a link to the State of Wisconsin Emergency Response Plan.

### B. Scope

The use of the Marathon County Emergency Operations Plan is dependent upon the scope and magnitude of the emergency or disaster within Marathon County and describes the:

1. Responsibilities delineated by state and federal law, regulation, administrative rule, executive order, and policy.

## **Marathon County Emergency Operations Plan**

2. Roles and responsibilities of county agencies and their relationship to other local, state, tribal, federal, volunteer agencies, and private sector partners in emergency management.
3. Functions and activities necessary to implement the four phases of emergency management – mitigation, preparedness, response, and recovery.
4. Sequences and processes that trigger phases and emergency response actions.
5. Use of government, private sector, and volunteer resources during emergencies.
6. Application of information collected or recorded, decisions made, and procedures developed in the planning process, during response and in the after-action review following emergency operations or training events.

The Marathon County EOP consists of:

- a. A basic plan that identifies policies and concepts of operations that guide the county's mitigation, preparedness, response, and recovery activities.
- b. Emergency Support Functions (ESFs) that describe the mission, policies, concepts of operation, and responsibilities of lead and support agencies involved in the implementation of activities.
- c. Attachments or annexes which provide additional detail for coordinating and executing specific process or administrative requirements of the Emergency Support Function.

### **C. Situation**

The Marathon County Emergency Management office is located at 1308 West Street in the City of Wausau. The Emergency Management Director is responsible for the day-to-day operations of the Emergency Management Department.

Marathon County Department of Emergency Management is organized as shown in Attachment 6 and operates in accordance with Marathon County Ordinance Chapter 6 - Emergency Management and State Statute Chapter 323.

Marathon County's line of succession for executive authority is:

1. County Board Chairperson
2. County Board Vice-chairperson
3. County Board Public Safety Chairperson

Marathon County may declare a State of Emergency using either of the following processes:

1. Disaster Proclamation: The County Board Chairperson, or Board Vice-chairperson (if the Chair is not available) may declare a Disaster Proclamation because the governing body of the county cannot promptly meet. The proclamation shall have the power to take action necessary and expedient for the health, safety, protection, and welfare of persons and property within the county in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and

## **Marathon County Emergency Operations Plan**

pedestrian from the highways, notwithstanding any provision of chapters 341 to 349 of the Wisconsin Statutes and sub. (b). The proclamation shall be subject to ratification, alteration, modification, or repeal by the County board as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation.

2. Disaster Declaration: The county board may declare, by ordinance or resolution, an emergency existing within the county whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, which impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the county. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.

### **Emergency Operations Center**

During events that individual departments are able to respond to and control within their standard operating procedures (to include use of mutual aid), those impacted departments will operate within their normal mode. However, as the need for increased coordination of all activities related to an emergency response rise, an Emergency Operations Center (EOC) may be activated to support the incident management activities. The EOC is the physical location at which the coordination of information and resources to support incident management activity normally takes place. The Emergency Operations Center does not command or control the on-scene response but provides a location where government at any level can provide interagency coordination and execute decision making to support incident response.

The EOC plays a role in coordinating a response by supporting situational awareness, priority setting, policy setting, information management, record keeping, resource management, planning, communications, and coordination.

The County's permanent EOC is shared with the City of Wausau and is located within the Wausau City Hall; however, EOC's may be located in temporary facilities as well. The City – County EOC is a dedicated facility configured with phones, internet, computers, cable TV, communications, and conference rooms. In the event the EOC is inoperable for an extended period of time, an emergency operations center will be established elsewhere. Additionally, a virtual EOC can be established as necessitated by circumstances.

If it is determined by the County Chair or Vice-Chair, County Administrator, Sheriff, the Emergency Management Director, or a department head, that the EOC is needed for a disaster or event, it may be opened by emergency management. Levels of emergency activation are discussed in further detail on pages 14 and 15. Activities and staffing would be determined by the impacted department and/or emergency management.

The Marathon County Sheriff's Office has a communications division staffed with public safety communication specialists that receive emergency information through various media and dispatches all public safety (Fire, EMS, Law Enforcement, and Public Works) agencies within Marathon County. The

## **Marathon County Emergency Operations Plan**

Communications Division also communicates with other departments, public safety agencies, vendors and service providers throughout the region as needed.

The Communications Division is responsible for activating the Emergency Alerting System (EAS), mass notification systems, and severe weather sirens within the metro area of Marathon County.

## **II. PLANNING ASSUMPTIONS**

### **A. Hazard Assessment and Vulnerability**

Natural, technological, and human-caused hazards are all recognized to have the potential to impact the lives, property, economy and/or the environment in Marathon County. Detailed information about natural hazards and associated mitigation programs are identified in the Marathon County All-Hazard Mitigation Plan. The All-Hazard Mitigation Plan also:

- a. Identifies Marathon County's major natural hazards.
- b. Assesses the vulnerability to those hazards.
- c. Identifies mitigation strategies to reduce those vulnerabilities.

### **B. Potential Effects**

The emergency operations plan recognizes that emergencies may produce cascading effects with an initial incident, either within Marathon County or in surrounding counties, leading to follow-up threats and/or incidents including:

1. Damage and destruction of homes, facilities, vehicles, and other property damage
2. Disruption of power, fuel, communications, water, and other vital services
3. Contamination of people, food, water, property, or the environment
4. Damage to critical infrastructure
5. Disruption of government functions, economic, and financial disruption
6. Looting and other disruption of law and order
7. Mass casualties
8. Displacement of residents with widely varying needs
9. Need for management and care of household pets, service animals, and livestock
10. Influx of survivors from other counties.

The consequences of disasters to the physical, mental, and financial health of Marathon County residents can be extensive.

### **C. Assignment of Responsibilities**

ESFs provide the structure for coordinating the response to an incident. Primary responsibilities for each ESF are held by either one or more departments or agencies. Each ESF also provides a supporting department(s) or agency to assist the primary department.

## Marathon County Emergency Operations Plan

Attachment 4 provides a snapshot of the ESFs assigned to county departments, agencies and offices.

### D. Responsibility

1. Effective preparedness requires ongoing public awareness and education programs so that residents will be prepared, when possible, and understand their own responsibilities should a major disaster or emergency event occur.
2. In Wisconsin's home rule system, incidents are managed at the lowest possible jurisdictional level.
3. Marathon County Emergency Management helps coordinate Department of Military Affairs/Wisconsin Emergency Management and other state agencies in their support to local units of government.
4. Government at all levels must continue to function under all threat, emergency, and disaster conditions. Continuity of Government /Continuity of Operations (COG/COOP) plans are essential adjuncts to this plan.
5. The Federal Emergency Management Agency (FEMA) coordinates federal response activities in accordance with the National Response Framework (NRF) and federal recovery assistance, contingent on the magnitude of the disaster, as prescribed in the Robert T. Stafford Disaster Assistance and Emergency Relief Act as codified in 42 U.S.C. 5121, et seq., and as further amended.

### E. Additional Assumptions

1. Per Wisconsin State Statute Chapter 323, county, city, village, or town governments will designate a head of emergency management services who:
  - a. directs local emergency management training programs and exercises,
  - b. directs participation in emergency management programs that are ordered by the adjutant general or the county head of emergency management,
  - c. advises the county head of emergency management on local emergency management programs,
  - d. submits to the county head of emergency management any reports that he or she requires.
2. Marathon County departments are responsible for developing and updating their Standing Operating Procedures (SOPs) and Continuity of Operations plan.
3. Emergency management in Wisconsin operates utilizing an all-hazards planning approach which includes mitigation, preparedness, response and recovery from major incidents.
4. Governments have the legal and moral duty to protect the lives, property

## **Marathon County Emergency Operations Plan** and environment within their jurisdictions.

5. Local jurisdictions respond first to disasters and can quickly exhaust their resources, making outside assistance necessary. When such assistance is provided, local elected officials still retain control over the response. For additional information, see Chapters 62 and 66 of the Wisconsin Statutes. Outside assistance, whether from another jurisdiction within Marathon County or from another county, state, federal government or private sector, should be tracked and accounted for when they are providing assistance.
6. Marathon County Emergency Management is generally responsible for requesting state disaster assistance for local governments. The State will request federal assistance if needed.
7. The National Incident Management System (NIMS) has been adopted by Marathon County and its components will be used.

## **II. CONCEPT OF OPERATIONS**

### **A. General Authority**

This plan is developed, promulgated, and maintained pursuant to State and federal statutes, regulations, and guidance (Attachment 2); however, as emergency incidents are unpredictable, flexibility in the implementation of the plan is authorized.

### **B. Concept of Operations**

The following natural and technological hazards pose a risk that may be significant in frequency, magnitude, or both, to lives, property and/or environment in Marathon County.

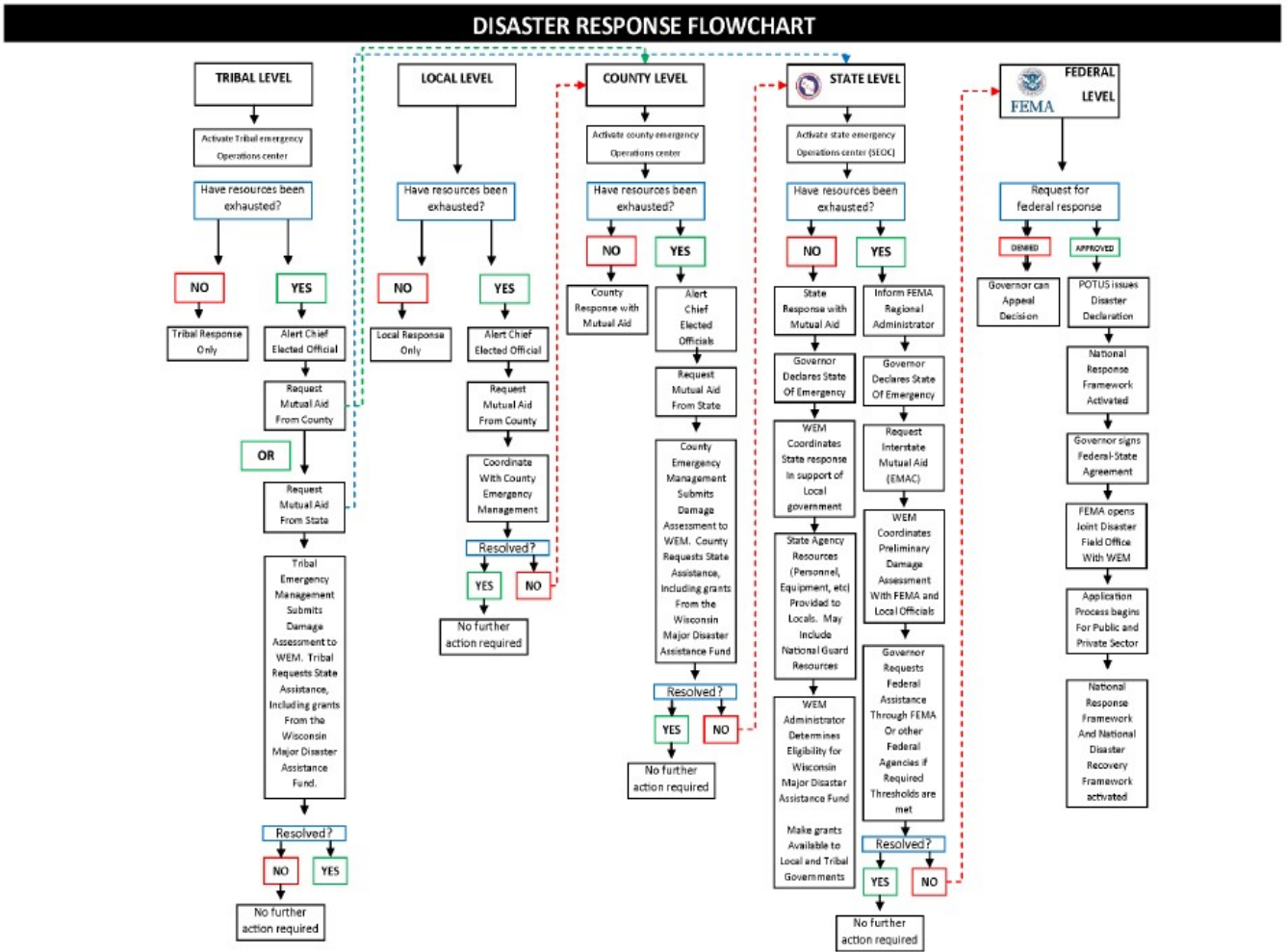
These top hazards are:

- tornadoes
- winter storm
- extreme cold
- severe thunderstorms
- high winds
- hail
- lightning
- flooding
- dam failures
- drought/extreme heat
- hazardous materials incident/groundwater contamination
- epidemic/pandemic

Refer to Marathon County's Hazard Mitigation Plan risk analysis for additional information (with the exception of hazardous materials releases, only natural hazards were assessed in the hazard mitigation plan).

Other scenarios not readily identifiable may pose significant threats to Marathon County as well.

# Marathon County Emergency Operations Plan



## Responsibilities to an Emergency or Disaster:

### 1. Preparedness.

- Refer to Wisconsin Statute § 323 – Emergency Management, for the powers and duties of local governments (Local unit of government means a county, city, village, or town).
- Develop and adopt an emergency management plan and program compatible with Wisconsin’s Emergency Management Plan.
- Assign emergency or disaster responsibilities based upon existing resources, capabilities, mutual aid agreements, or other agreements.
- Develop Emergency Support Functions to go with the Emergency Management Plan.
- As the National Incident Management System (NIMS) has already been adopted by Marathon County, ensure Departments are aware of the system, its applicability and scope, and its guiding principles.
- Develop functional, support, emergency phase, or agency-focused annexes as needed.
- Marathon County departments should support the Emergency Operations Plan and ensure key staff is aware of their responsibilities.

# Marathon County Emergency Operations Plan

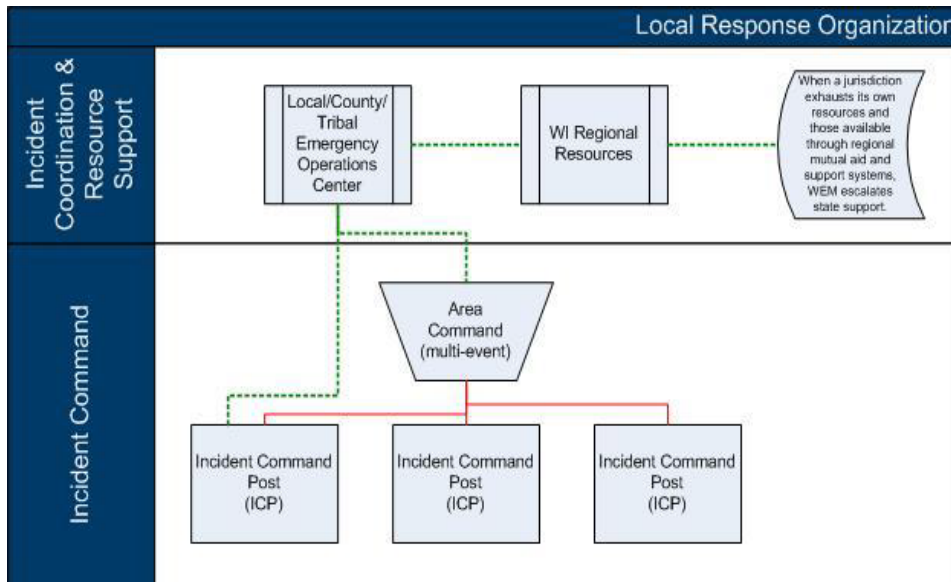
## 2. Response.

As incidents begin at the lowest jurisdictional level, local governments will initially respond to incidents occurring within their jurisdiction.

They do this by:

- Managing the incident using the incident command system, their own resources and draw additional resources using their mutual aid or other agreements as needed.
- Notifying Marathon County Emergency Management if county, State, or federal resources are needed.
- Contacting other community or supporting agencies (e.g., hospitals, schools, etc.) should activation of their plan or this plan was to occur.
- Maintaining accurate records of disaster-related activities.
- Beginning the damage assessment process.
- Coordinating access and security to the impacted area(s).
- Coordinating assistance in meeting the short-term needs of those affected (e.g., food, potable water, replacement medications, evacuation, shelter, etc.).

### Response - Local Resource Support Flow





## **Marathon County Emergency Operations Plan**

### **3. Recovery**

Local governments have the primary responsibility to recover from disasters. To do this they determine recovery priorities and implementation strategies such as:

- Restoration of essential services
- Assigning personnel and obtaining additional assistance
- Coordinating access and security to the disaster area
- Coordinating restoration activities such as resident re-entry
- Managing donated resources
- Identifying short- and long-term health and mental health impacts and determining best methods to address them
- Coordinating the evacuation and shelter of persons with special needs
- Addressing the long-term economic impacts of disaster.
- Managing recordkeeping to ensure maximum cost recovery, including recording in-kind and volunteer contributions to response and recovery efforts.
- Conducting the damage assessment process.
- Identifying potential mitigation projects.
- Making appropriate applications for federal disaster assistance and ensure programs are administered according to guidelines.
- Coordinating assistance in meeting the short and long-term needs of those affected (e.g., food, housing, crisis counseling, etc.).

#### **C. Phases of Emergency Management**

##### **Mitigation**

Mitigation is those activities, which reduce or eliminate long-term risk to people, property, environment and the economy from natural, technological, or human-caused hazards.

##### **Preparedness**

Preparedness activities serve to develop the response capabilities that may be needed if an emergency does occur. Planning and training are among the activities conducted in preparation of such events. Other examples include the development of warning and communication systems and mutual-aid agreements, as well as conducting exercises.

##### **Response**

Response is the process of providing coordinated emergency services during a crisis. These activities priorities include life safety, scene stabilization, and property conservation. Response activities include activation of warning systems, implementing plans, firefighting activities, rescue operations, evacuation and sheltering, etc.

##### **Recovery**

Recovery is both a short-term and long-term process. Short-term operations seek to restore vital and essential services to a community and provide for the individual needs of the public.

Long-term recovery, on the other hand, focuses on restoring the community as a

## **Marathon County Emergency Operations Plan**

whole to a normal or near-normal state. The recovery period provides an opportunity to institute mitigation measures in an attempt to alleviate the effects of disasters that may occur in the future. Examples of recovery activities include the provision of shelter and food, restoration of utilities, restoration of government services, crisis counseling programs, and damage/disaster insurance, loans, and grants.

### **D. Levels of and Authority for Emergency Management Activation**

Dependent upon the circumstances, Marathon County may consider a graduated program of four response levels. These levels are based on increasing levels of damage from minor to major. During “fast-breaking” events, initial activation levels may be time-compressed and concurrent.

Dependent upon circumstance, the senior elected official, administrator, Sheriff, or department head director may activate the emergency operation plan.

The activities listed under each level of activation are suggested actions and staffing at that level. Actual activities and staffing will be determined by the department head or Sheriff.

#### **Level 4 Pre-Activation (Monitoring)**

- Initial reports of response activity received by the Emergency Management Director merit monitoring
- Initial reports of the scope of incident and early damage estimates
- Situation report provided to Wisconsin Emergency Management
- Situation closed or Level 3 activated

#### **Level 3 Activation (Minor)**

- WEM Regional Director requests a Uniform Disaster Situation Report (UDSR).
- Partial activation of the EOC begins as needed:
  - Emergency Operations Center Manager
  - Operations Section
  - Public Information
  - Logistics
- Limited regional resources requested
- Marathon County or other local declaration of emergency has occurred.
- WEM Regional Director on-scene.
- Situation closed or escalation to Level 2.

#### **Level 2 Activation (Moderate)**

- Full or partial activation of the City/County EOC
- Evacuation and sheltering needs
- City of Wausau ESF counterparts are activated and liaison with the county for resources.
- Marathon County or other local municipality has declared an emergency and requested state assistance.
- Situation de-escalates and short-term recovery planning begins or escalates.

## **Marathon County Emergency Operations Plan**

Level 1 Activation (Major)

- Marathon County and/or State of Wisconsin declaration of emergency.
- Expansion of City/County EOC to include state and/or federal ESF liaison.
- Deployment of State of Wisconsin and/or Federal ESF assets.
- Obvious that long-term recovery operations will be needed
- Extensive need for tracking operational assets.
- Extensive need for tracking costs and recovery

## Marathon County Emergency Operations Plan

### III. ORGANIZATION AND RESPONSIBILITIES

#### A. Emergency Support Functions (ESF's)

ESF's contain detailed descriptions of the methods that Marathon County's departments follow for critical operational functions during emergency operations. The ESF's support the Emergency Operations Plan and should be incorporated as such. As emergency incidents are unpredictable and flexibility is essential, ESFs are not intended as scripts to be followed to the letter, but adaptable to the situation.

ESF's will have a lead agency or agencies and support agencies.

ESF #1	Transportation
Lead Agency:	Marathon County Highway Department
Support Agencies:	Marathon County Sheriff's Office Central Wisconsin Airport City – County Parks, Recreation, Forestry
ESF #2	Communications
Lead Agencies:	Marathon County Sheriff's Office
Support Agencies:	City-County Information Technology Commission Marathon County Emergency Management
Non-Governmental:	Wisconsin Amateur Radio Emergency Service/Radio Amateur Civil Emergency Service (WI ARES/RACES)
Private Support:	Telecommunications service providers
ESF #3	Public Works and Engineering
Lead Agency:	Marathon County Highway Department
Support Agencies:	Marathon County Emergency Management City-County Information Technology Commission City-County Parks, Recreation, Forestry Marathon County Planning and Zoning Marathon County Solid Waste, Landfill, and Hazardous Waste
ESF #4	Firefighting
Lead Agency:	Impacted municipality fire department
Support Agencies:	Central Wisconsin Airport Impacted municipality law enforcement Impacted municipality public works Marathon County Emergency Management Marathon County Highway Department Marathon County Sheriff's Office
State Agencies:	Wisconsin Department of Natural Resources Wisconsin Emergency Management
Non-Governmental:	Mutual Aid Box Alarm System – Wisconsin The Salvation Army The American Red Cross
ESF #5	Emergency Management
Lead Agency:	Marathon County Emergency Management
Support Agencies:	All Marathon County Departments and agencies
Other:	Volunteer Organizations Active in Disasters

## **Marathon County Emergency Operations Plan**

ESF #6	Mass Care, Emergency Assistance, Housing, and Human Services
Lead Agency:	Marathon County Department of Social Services
Support Agencies:	Marathon County Health Department Marathon County Emergency Management Volunteer Organizations Active in Disasters
ESF #7	Resource Support
Lead Agency:	Marathon County Emergency Management
Support Agencies:	City-County Information Technology Commission Marathon County Health Department Marathon County Highway Department Marathon County Sheriff's Department
State Agencies:	Wisconsin Emergency Management
Non-Governmental:	Volunteer Organizations Active in Disasters
ESF #8	Public Health & Medical Services
Lead Agency:	Marathon County Health Department
Support Agencies:	City - County Information Technology Commission Marathon County Corporation Counsel Marathon County Department of Social Services Marathon County Emergency Management Marathon County Medical Examiners Department Marathon County Sheriff's Office
State Agencies:	Wisconsin Department of Health Services
Non-Governmental:	The American Red Cross
ESF #9	Urban Search and Rescue
Lead Agency:	Marathon County Sheriff's Office
Support Agencies:	Local fire departments Local police departments
ESF #10	Oil and Hazardous Materials
Lead Agency:	Marathon County Emergency Management
Support Agencies:	Local fire departments Local police departments Marathon County Local Emergency Planning Committee Wausau Fire Department's Regional Response Team Marathon County Sheriff's Office
Non-Governmental:	Mutual Aid Box Alarm System – Wisconsin
Private:	Spill response vendors
ESF #11	Agriculture and Natural Resources
Lead Agency:	Impacted municipality
Support Agencies:	Marathon County Emergency Management Marathon County Health Department Marathon County Conservation, Planning and Zoning City-County Parks Department
State Agencies:	Wisconsin Department of Natural Resources Wisconsin Department of Agriculture, Trade and Consumer Protection University of Wisconsin-Extension
Non-Governmental:	Marathon County Humane Society

## Marathon County Emergency Operations Plan

Wisconsin Veterinary Corps

ESF #12 Energy  
Lead Agency: Marathon County Emergency Management  
Support Agencies: Marathon County Highway Department  
Local fire departments  
Local law enforcement  
Local public works  
Non-Governmental: Local Utility Companies

ESF #13 Public Safety and Security  
Lead Agency: Marathon County Sheriff's Office  
Support Agencies: Local law enforcement  
Wisconsin State Patrol

ESF #14 Long-term Community Recovery and Mitigation  
Lead Agency: Marathon County Conservation, Planning, and Zoning  
Support Agencies: Marathon County Department of Social Services  
Marathon County Emergency Management  
Marathon County Finance Department

ESF #15 External Affairs  
Lead Agency: Marathon County Administration  
Support Agencies: All other County Departments  
Marathon County Sheriff's Office

### B. Priorities for Emergency Management

Incident priorities are the core basis for the decision-making that leads to setting incident objectives and developing incident action plans in each operational period. This plan at all times adheres to the following priorities:

1. Life Safety
2. Incident Stabilization
3. Property/environmental preservation

### C. Inclusiveness Policy

1. Emergency services are provided without regard to economic status or age, racial, religious, political, ethnic, citizenship, or other affiliation.
2. All emergency services must meet the Americans with Disabilities Act of 1990 – (ADA) 42 U.S. Code Section 12101 et seq., and as further amended, and other disability rights laws physical, programmatic, and communications access (e.g. preparedness, warnings/notifications, evacuations, sheltering, temporary/interim housing).
3. The emergency response plan directs responding agencies to take into account the physical, programmatic, and communication needs of individuals with disabilities and others with access and functional needs.
4. The emergency response plan takes into account the essential needs of household pets and service animals.

## **Marathon County Emergency Operations Plan**

### **D. Direction, Control, and Coordination**

Using the incident command system, responsible agencies will maintain tactical and operational control of response assets.

Multijurisdictional coordination systems and processes will be used in the case of an emergency.

### **E. Administration, Finance, and Logistics**

#### **Administration**

This section describes administrative protocols used during an emergency operation.

Documentation is an administrative process used to document the response to and recover from a disaster.

- The lead response agency will be responsible for assigning, collecting, and filing the appropriate documentation for actions taken during and after the emergency (e.g., incident and damage assessment, incident command logs, cost recovery).
- The permanent historical record of the incident (after-action report developed by the lead agency) that includes actions taken, resources expended, economic and human impacts, and lessons learned should be kept on a secured server.

#### **Finance**

This section describes financial protocols used to recover the costs incurred during an emergency that include:

- Collecting data related to force account costs, including labor, equipment, and material costs, using references such as bid documents, purchase orders, contracts, and invoices.
- Reviewing damage descriptions and scopes of work specifications in order to determine data, such as bid documents, purchase orders, contracts, and invoices, are in compliance with specifications.
- Working with disaster recovery funding streams from declaration to funding approval and grant closeout.
- Developing the method of pre- and post-declaration funding for the jurisdiction's household pets and service animals' preparedness and emergency response program.
- Developing the method to capture eligible costs for reimbursement by the Public Assistance Program, eligible donations for volunteer labor and resources, and eligible donations for mutual aid resources.

#### **Logistics**

This section describes the logistics and resource management mechanisms used to identify and acquire resources in advance of and during emergency operations, especially to overcome gaps possibly identified in a capability assessment.

- County departments are responsible conducting their own risk analysis and capability assessment in order to identify what resources are needed for a response to a defined hazard, including using past incident critiques to identify

## **Marathon County Emergency Operations Plan**

and procure additional resources.

- After identifying resource shortfalls, each department is responsible for developing agreements with other jurisdictions or agencies that identify the process for obtaining needed resources.
- Those departments involved with response operations, should identify specialized equipment, facilities, and personnel available to support children, individuals with disabilities, and others with access and functional needs.
- As needed, departments should develop a process to identify private agencies/contractors that will support resource management issues (e.g., waste haulers, spill contractors) and develop memorandum of understanding agreements with them.

### **IV. PLAN DEVELOPMENT AND MAINTENANCE**

This Emergency Operations Plan was developed with assistance and input from members of Marathon County, private, volunteer, and non-governmental organizations that have emergency management responsibilities.

#### **A. Plan Development**

- Emergency management develops the basic plan as well as selected ESF's and attachments.
- The designated primary lead agencies and their designated support agencies develop their respective ESF components
- Emergency management provides guidance for the ESF's and attachments
- All ESF lead agencies provide signed approval of their planning components and each subsequent revision
- Following a new administrator, the incoming administrator must endorse the plan with a current, signed promulgation order
- Attachments to this basic plan and ESF's provide a record of changes.

#### **B. Exercise**

- Emergency management encourages regular exercises to test the responsiveness and capabilities of the plan
- Exercises are designed to enhance the training of local and volunteer personnel on their roles and responsibilities in the four phases of emergency management

#### **C. Review and Updating**

The emergency response plan may need reviewing and updating after:

- A major incident
- A change in operational resources (e.g., policy, personnel, organizational structures, management processes, facilities, equipment)
- A formal update of planning guidance or standards
- Activations
- Major exercises
- A change in the County's demographics or hazard or threat profile
- A change in the acceptability of various risks
- The enactment of new or amended laws or ordinances

The emergency response plan should be reviewed annually.



## **Marathon County Emergency Operations Plan**

### **V. AUTHORITIES AND REFERENCES**

Attachment 1, County Map

Attachment 2, Laws and Regulations

Attachment 3, Supporting Operations Plans and Documents

Attachment 4, Agency Responsibilities

Attachment 5, Mutual Aid Agreements

Attachment 6, Organizational Chart

Attachment 7, County EOC Layout

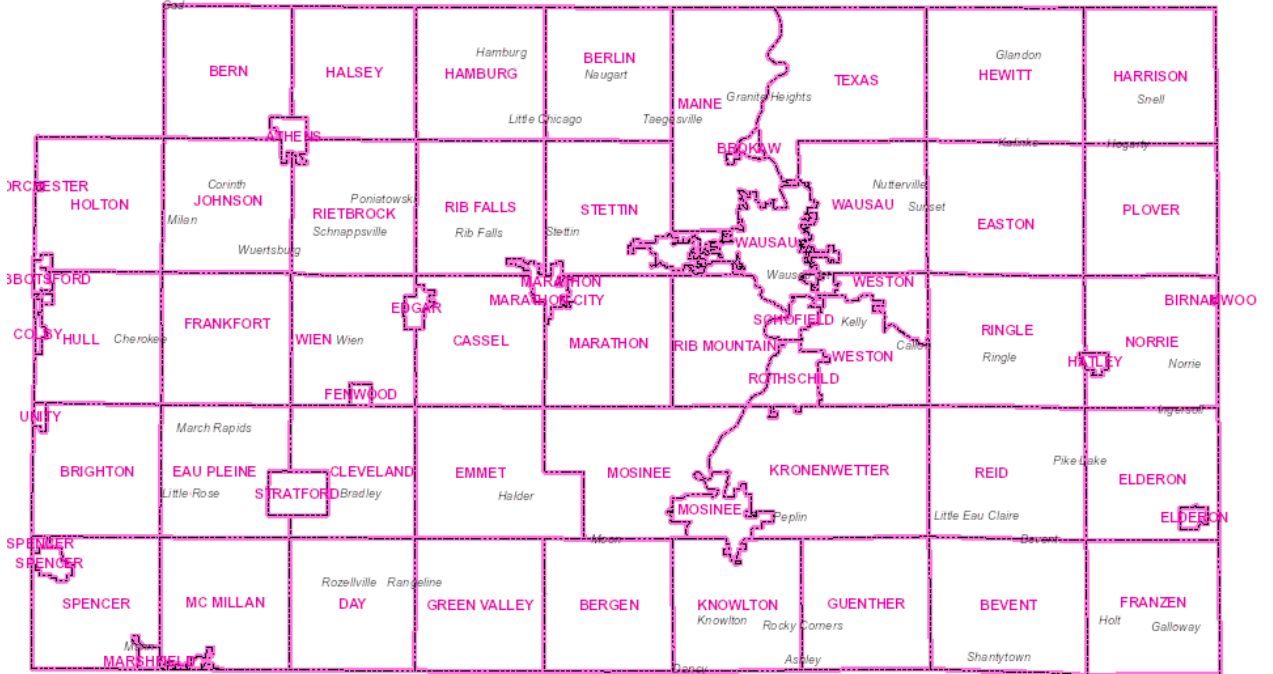
Attachment 8, Glossary of Key Terms

Attachment 9, Distribution List

Attachment 10, Agency Approval Signature Sheet

# Marathon County Emergency Operations Plan

## Attachment 1 (County Map)



# Marathon County Emergency Operations Plan

## Attachment 2 (Laws and Regulations)

### STATE LEGISLATION

#### A. EMERGENCY MANAGEMENT

- Chapter 323 – Describes the organization, duties and powers for state and local emergency management programs.

#### B. DEPARTMENT OF MILITARY AFFAIRS

- Chapter 21 - Describes departmental duties.

#### C. DEPARTMENT OF NATURAL RESOURCES

- Chapter 26.11: Discusses responsibilities during forest fires.
- Chapter 29: Discusses responsibilities for wild animals and plants and powers for restricting hunting and fishing.
- Chapter 87: Discusses the powers and duties of the department regarding flood control. NR 116 details Wisconsin's floodplain management program.
- Chapter 292: Discusses general environmental provisions (e.g., hazardous substance spills, disposal of debris including animal carcasses.)

#### D. DEPARTMENT OF HEALTH AND FAMILY SERVICES

- Chapter 323: Describes agency responsibilities during Public Health Emergencies
- Chapter 250: Describes the administration, supervision, powers and duties of state health activities.
- Chapter 251: Describes the structure, duties and levels of services of local health departments.
- Chapter 252: Describes department powers and duties regarding communicable diseases.
- Chapter 254: Describes the powers, duties, identification and control of environmental health concerns (e.g., toxic substances, radioactive material/nuclear power plants, disease control.)

#### E. DEPARTMENT OF TRANSPORTATION

- Chapter 83.09 – Describes emergency repairs of county trunk highways.
- Chapter 85 - Describes departmental powers, duties and organization.
- Chapter 110.07 – Describes the powers and duties of traffic officers.
- Chapter 302.07 – Describes provisions for the maintenance of order in state, county and municipal prisons.

#### F. DEPARTMENT OF AGRICULTURE, TRADE & CONSUMER PROTECTION

- Chapter 93 – Describes departmental powers and duties.
- Chapter 95 – Describes the maintenance of animal health requirements (e.g., cooperation with the federal government during animal disease outbreaks,

## **Marathon County Emergency Operations Plan**

embargo and condemnation of diseased animals, slaughter on premises.)

- Chapter 97: Describes the regulation of food.

### G. COUNTIES

- Chapter 59 – Describes the legal status and organization (e.g., home rule; powers of the board chairperson and vice-chair, executive, administrator and sheriff.)

### H. TOWNS

- Chapter 60 – Describes the legal status and organization (e.g., powers of the board chairperson; fire protection, law enforcement and ambulance service.)

### I. VILLAGES

- Chapter 61 – Describes the legal status and organization (e.g., powers of the president and board; ambulance service.)

### J. CITIES

- Chapter 62 – Describes the legal status and organization (e.g., powers of the mayor and council, ambulance service.)

### K. GENERAL MUNICIPAL LAW

- Chapter 66 – Describes the legal status and organization (e.g., exercise of home rule, law enforcement, mutual assistance, emergency powers.)
- Chapter 175.46 – Defines and describes the authorities regarding mutual aid agreements.
- Chapter 213.095 – Describes the police power of a fire chief or a rescue squad.
- Chapter 895.483 – Grants immunity from civil liability for acts or omissions to the County Level B Hazardous Materials teams and to members of those teams.
- WEM Chapter 8 – Establishes standards for the adoption of the Mutual Aid Box Alarm System (MABAS) by a local governmental unit as a mechanism to be used for mutual aid for fire, rescue, emergency medical services, and associated special operational services.
- National Incident Management System.

## **FEDERAL LEGISLATION**

### A. 44 CFR Chapter 1 (Emergency Management and Assistance)

This chapter outlines the organization, power and duties of the Federal Emergency Management Agency (FEMA). Details the operation and scope of FEMA programs such as hazard mitigation, the National Flood Insurance Program (NFIP), fire prevention and control, disaster assistance and preparedness (including, in Part 350, radiological emergency preparedness.)

## **Marathon County Emergency Operations Plan**

B. Disaster Relief and Emergency Assistance Act (Stafford Act.) (PL 100-707)

The Stafford Act defines and limits the qualifying events for disaster assistance to natural catastrophes and established provisions for cost sharing by state and local governments.

C. Disaster Mitigation Act of 2000 (PL 106-390)

This act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the federal costs of disaster assistance and for other purposes.

D. Emergency Planning and Community Right-to-Know Act (EPCRA) (42 USC 11001 -11050)

Provides the public with information on the hazardous chemicals in their communities and establishes emergency planning and notification requirements to protect the public in the event of a release of an extremely hazardous substance.

E. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 USC 9601-9675

This act protects the public health and environment by facilitating cleanup of environmental contamination and imposing costs on parties responsible for the pollution.

F. 10 CFR 50.47

This code requires the establishment of state and local plans and preparedness for coping with effects of radiological emergencies as part of the nuclear power plant license.

# Marathon County Emergency Operations Plan

## Attachment 3 (County References)

### Marathon County Support Annexes

ESF 3 Support Annex – Debris Management Plan  
ESF 4 Support Annex – Mutual Aid Box Alarm System  
ESF 5 Support Annex – Disaster Assessment  
ESF 6 Support Annex – Animal Intake Form  
ESF 7 Support Annex – Donations Management  
ESF 7 Support Annex – Volunteer Management  
ESF 12 Support Annex – Emergency Fuel

### Quick Reference Guides

- Checklist for Disaster Response and Recovery Operations
- Disaster and Emergency Critical Incident Response Guide
- Dignitary Visit
- Dispatch Quick Reference Guide
- Evacuation, Shelter in Place or Shelter
- PIO and EAS

### Countywide Strategic Plan

Available on request from Emergency Management.

# Marathon County Emergency Operations Plan

## Attachment 4 (Agency Responsibilities)

### EMERGENCY SUPPORT FUNCTIONS PARTICIPATING AGENCY RESPONSIBILITIES MATRIX

COUNTY AGENCIES	1 - TRANSPORTATION	2 - COMMUNICATIONS	3 - PUBLIC WORKS & ENGINEERING	4 - FIREFIGHTING	5 - EMERGENCY MANAGEMENT	6 - MASS CARE, HOUSING & HUMAN SERVICES	7 - RESOURCE SUPPORT	8 - HEALTH & MEDICAL SERVICES	9 - SEARCH & RESCUE	10 - OIL & HAZARDOUS MATERIALS	11 - AGRICULTURE & NATURAL RESOURCES	12 - ENERGY	13 - PUBLIC SAFETY & SECURITY	14 - LONG-TERM COMMUNITY RECOVERY AND MITIGATION	15 - EXTERNAL AFFAIRS
Administration					S									L	L
Central Wisconsin Airport	S			S	S										S
Conservation Planning Zoning			S		S						S				S
City-County Information Technology		S	S		S		S					S	S		S
City-County Parks, Recreation, Forestry	S		S		S										S
Finance					S									S	S
Health					S	S	S	L			S		S	S	S
Highway	L		L	S	S		S					S	S		S
Sheriff	S	L		S	S		S	S	L		S		L		S
Social Services					S	L		S						S	S
Solid Waste			S		S										S
Emergency Management	S	S	S	S	L	S	L	S	S	L	S	L	S	S	S
<b>LOCAL AGENCIES</b>															
			S	L					S	S	L	S		S	
<b>STATE AGENCIES</b>															
Natural Resources										S			S		
Emergency Management			S	S	S				S			S	S		
Health Services								S							
UW Extension					S						S				S

L = Lead Agency      S = Supporting Agency

## Attachment 5 (Mutual Aid Agreements)



### Emergency Management

#### **Northeast Wisconsin Mutual Aid Compact (NEWMAC)**

NEWMAC is a Mutual Aid Compact between the Northeast Wisconsin Emergency Management Region Counties. The Counties include Florence, Forest, Langlade, Lincoln, Marathon, Menominee, Oconto, Oneida, Portage, Shawano, Vilas and Wood.

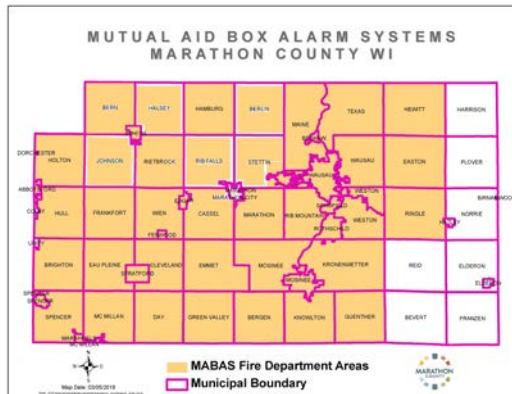
NEWMAC provides Emergency Management personnel and equipment assistance to include damage assessment. NEWMAC can be activated by contacting each other and/or the Wisconsin Emergency Management Northeast Region Director.

### Fire Departments

#### **Mutual Aid Box Alarm System (MABAS Division 130)**

Marathon County Fire Departments within MABAS Division 130 are:

- Athens
- Easton
- Edgar
- Hamburg
- Hewitt
- Kronenwetter
- Maine
- Marathon
- McMillan
- Mosinee
- Ringle
- Riverside Fire District
- South Area Fire Emergency Response
- Spencer
- Stratford
- Texas
- Wausau (City and Town)



### Highway Department

Marathon County Highway Department has mutual aid agreements between the following Counties for personnel and equipment:

- Clark
- Portage
- Shawano
- Wood





Sheriff's Office

Marathon County Sheriff's Office is a member of the North Central Emergency Response Team (NCERT), a law enforcement mutual aid system operating in North Central Wisconsin.

NCERT does not relieve a community of its responsibility to provide adequate personnel and equipment for day-to-day law enforcement operations. A community may only resort to NCERT when a law enforcement emergency has caused its law enforcement agency to exceed its own routine capabilities.

Participating Agencies:

- Marathon Co SO
- Wausau PD
- Portage Co SO
- Plover PD
- Stevens Point PD
- Waushara Co SO
- Wood County SO
- Antigo PD
- Medford PD
- Merrill PD
- Minocqua PD
- Rhinelander PD
- Tomahawk PD
- Waupaca Co SO
- Langlade Co SO



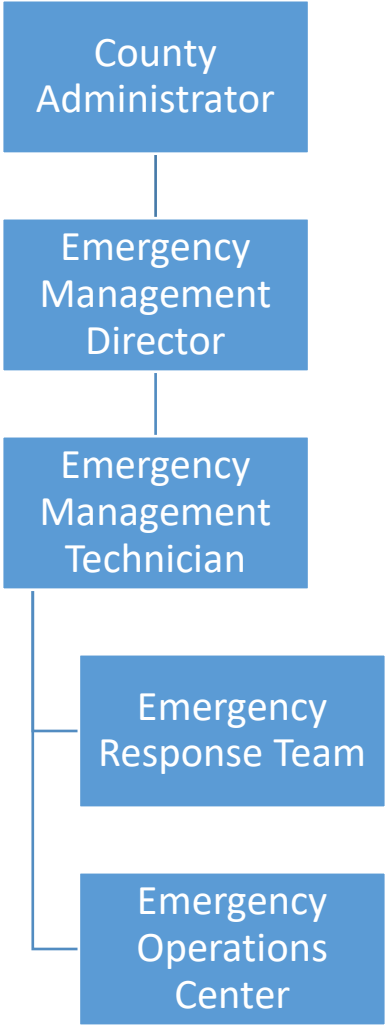
Health Department





The Marathon County Health Department has a Public Health Department Mutual Aid Agreement for Incident Response with the understanding that public health incidents can transcend political jurisdictional boundaries and that intergovernmental cooperation is essential for the protection of lives and for best use of available assets.

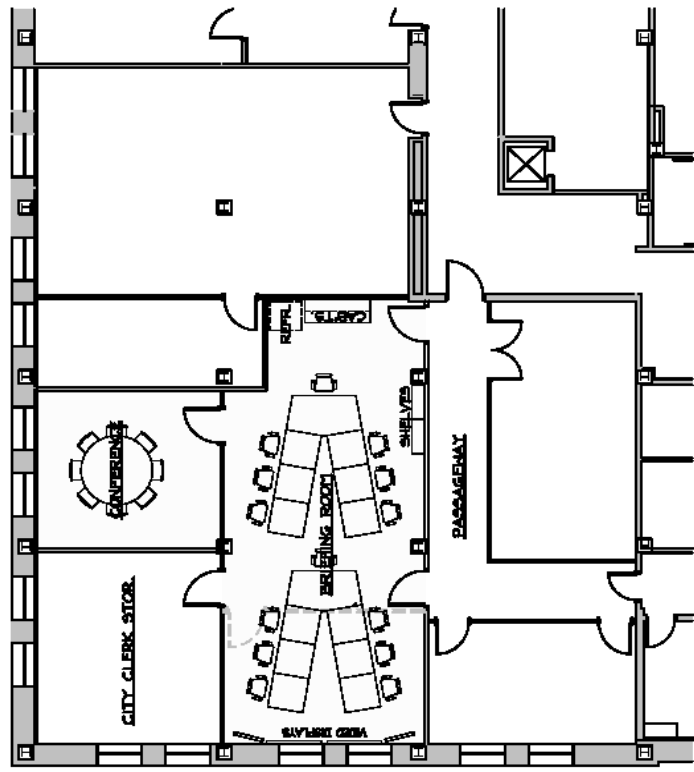
Counties in the mutual aid agreement are:

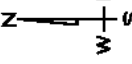
Ashland	Iron	Oneida	Taylor
Bayfield	Langlade	Portage	Vilas
Florence	Lincoln	Price	Wood
Forest	Marathon	Sawyer	

**Attachment 6 (Emergency Management Organizational Chart)**



SYMBOL KEY	
	EXISTING WALL TO REMAIN
	EXISTING WALL TO BE REMOVED
	NEW WALL
	EXISTING COLUMN



  
 N  
 W + E  
 S  
**PROPOSED EMERGENCY OPERATIONS CENTER - SCHEME 3 Phase 1**  
 1/8" = 1'-0"  
 7.0000.0000

## Attachment 8 (Glossary of Key Terms)

### List of Acronyms and Glossary List of Acronyms

AAR	After-Action Report
CBRNE	Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive
CERT	Community Emergency Response Team
CIKR	Critical Infrastructure and Key Resources
COG	Continuity of Government
CONOPS	Concept of Operations
COOP	Continuity of Operations
CPG	Comprehensive Preparedness Guide
DAP	Disaster Assistance Policy
DHS	U.S. Department of Homeland Security
EAS	Emergency Alert System
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FOG	Field Operations Guide
HAZMAT	Hazardous Material(s)
HAZUS-MH	Hazards U.S. Multi-Hazard
ICS	Incident Command System
JFO	Joint Field Office
LEPC	Local Emergency Planning Committee
MAA	Mutual Aid Agreement
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRF	National Response Framework
P.L.	Public Law
SOG	Standard Operating Guideline
SOP	Standard Operating Procedure
U.S.C.	United States Code

### Glossary

#### Access and Functional Needs

Those actions, services, accommodations, and programmatic, architectural, and communication modifications that a covered entity must undertake or provide to afford individuals with disabilities a full and equal opportunity to use and enjoy programs, services, activities, goods, facilities, privileges, advantages, and accommodations in the most integrated setting.

These actions are in light of the exigent circumstances of the emergency and the legal obligation to undertake advance planning and prepare to meet the disability-related needs of individuals who have disabilities as defined by the Americans with Disabilities Act Amendments Act of 2008, P.L. 110-325, and those associated with them.

Access and functional needs may include modifications to programs, policies, procedures, architecture, equipment, services, supplies, and communication methods.

Examples of “access and functional needs” services may include a reasonable modification of a policy, practice, or procedure or the provision of auxiliary aids and services to achieve effective communication, including but not limited to:

- An exception for service animals in an emergency shelter where there is a no-pets policy
- The provision of way-finding assistance to someone who is blind to orient to new surroundings
- The transferring and provision of toileting assistance to an individual with a mobility disability
- The provision of an interpreter to someone who is deaf and seeks to fill out paperwork for public benefits.

### American Red Cross

A nongovernmental humanitarian organization led by volunteers that provides relief to victims of disasters and helps people prevent, prepare for, respond to, and recover from emergencies. The American Red Cross accomplishes this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

### Attack

A hostile action taken against the United States by foreign forces or terrorists, resulting in the destruction of or damage to military targets, injury or death to the civilian population, or damage to or destruction of public and private property.

### Capabilities-based Planning

Planning, under uncertainty, to provide capabilities suitable for a wide range of threats and hazards while working within an economic framework that necessitates prioritization and choice. Capabilities-based planning addresses uncertainty by analyzing a wide range of scenarios to identify required capabilities.

### Checklist

Written (or computerized) enumeration of actions to be taken by an individual or organization meant to aid memory rather than provide detailed instruction.

### Citizen Corps

A community-based program, administered by FEMA, which includes Citizen Corps councils and other programs that bring government and nongovernmental entities together to conduct all-hazards emergency preparedness and operations. Through its network of state, territorial, tribal and local councils, Citizen Corps increases community preparedness and response capabilities through collaborative planning, public education, outreach, training, and volunteer service. Additionally, programs like the Community Emergency Response Team Program train members of the public in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations.

### Community

Community has more than one definition. Each use depends on the context:

- A political or geographical entity that has the authority to adopt and enforce laws and ordinances for the area under its jurisdiction. In most cases, the community is an incorporated town, city, township, village, or unincorporated area of a county. However, each state defines

- its own political subdivisions and forms of government.
- A group of individuals (community of interest) who have a religion, a lifestyle, activity interests, an interest in volunteer organizations, or other characteristics in common. These communities may belong to more than one geographic community. Examples include faith-based and social organizations; nongovernmental and volunteer organizations; private service providers; critical infrastructure operators; and local and regional corporations.

### Consequence

An effect of an incident or occurrence.

### Dam

A barrier built across a watercourse for the purpose of impounding, controlling, or diverting the flow of water.

### Damage Assessment

The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and status of key facilities and services (e.g., hospitals and other health care facilities, fire and police stations, communications networks, water and sanitation systems, utilities, transportation networks) resulting from a human-caused or natural disaster.

### Disability

According to the Americans with Disabilities Act (ADA), to be protected by the ADA, one must have a disability or have a relationship or association with an individual with a disability. An individual with a disability is defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered. State laws and local ordinances may also include individuals outside the Federal definition.

### Disaster

Per WI Stat. 323.02; Disaster means a severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this state or a portion of this state, or critical systems, including computer, telecommunications, or agricultural systems.

As used in the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), a "major disaster" is "any natural catastrophe [...] or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under [the] Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby" (Stafford Act, Sec. 102(2), 42 U.S.C. 5122(2)).

### Earthquake

The sudden motion or trembling of the ground produced by abrupt displacement of rock masses, usually within the upper 10 to 20 miles of the earth's surface.

### Emergency

Any incident, whether natural or human-caused, that requires responsive action to protect life or property. Under the Stafford Act, an emergency "means any occasion or instance for which, in the

determination of the President, Federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States” (Stafford Act, Sec. 102(1), 42 U.S.C. 5122(1)).

#### Emergency Assistance

According to the National Response Framework, emergency assistance is “assistance required by individuals, families, and their communities to ensure that immediate needs beyond the scope of the traditional ‘mass care’ services provided at the local level are addressed. These services include support to evacuations (including registration and tracking of evacuees); reunification of families; provision of aid and services to special needs populations; evacuation, sheltering, and other emergency services for household pets and services animals; support to specialized shelters; support to medical shelters; nonconventional shelter management; coordination of donated goods and services; and coordination of voluntary agency assistance.”

#### Emergency Management

Per WI Stat. 323.02; Emergency management means all measures undertaken by or on behalf of the state and its subdivisions to do any of the following:

- a) Prepare for and minimize the effect of a disaster or the imminent threat of a disaster.
- b) Make repairs to or restore infrastructure or critical systems that are destroyed or damaged by a disaster.

#### Emergency Medical Services

Per Wisconsin Department of Health Services Chapter DHS 110.04, Emergency medical services" or "EMS" means an arrangement of personnel, communications, equipment, and supplies for the delivery of emergency medical care.

#### Emergency Operations Center

The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An Emergency Operations Center may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. Emergency Operations Centers may be organized by major functional disciplines (e.g., fire, law enforcement, medical services), by jurisdiction (e.g., Federal, state, tribal, regional, city, county), or by some combination thereof.

#### Emergency Operations Plan

The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards. It describes how people and property will be protected; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available; and outlines how all actions will be coordinated.

#### Emergency Support Function

Used by the Federal Government and many state governments as the primary mechanism at the operational level to organize and provide assistance. Emergency Support Functions align categories of resources and provide strategic objectives for their use. Emergency Support Functions use standardized resource management concepts such as typing, inventorying, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

#### Evacuation

The organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

- A spontaneous evacuation occurs when residents or citizens in the threatened areas observe an incident or receive unofficial word of an actual or perceived threat and, without receiving instructions to do so, elect to evacuate the area. Their movement, means, and direction of travel are unorganized and unsupervised.
- A voluntary evacuation is a warning to persons within a designated area that a threat to life and property exists or is likely to exist in the immediate future. Individuals issued this type of warning or orders are not required to evacuate; however, it would be to their advantage to do so.
- A mandatory or directed evacuation is a warning to persons within the designated area that an imminent threat to life and property exists and individuals must evacuate in accordance with the instructions of local officials.

#### Evacuees

All persons removed or moving from areas threatened or struck by a disaster.

#### Federal Coordinating Officer

The official appointed by the President to execute Stafford Act authorities, including the commitment of FEMA resources and mission assignments of other Federal departments or agencies and represents the FEMA Administrator in the field to discharge all FEMA responsibilities for the response and recovery efforts underway.

For Stafford Act incidents, the Federal Coordinating Officer is the primary Federal representative with whom the State Coordinating Officer and other response officials' interface to determine the most urgent needs and to set objectives for an effective response in collaboration with the Unified Coordination Group.

#### Flood

A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters, unusual or rapid accumulation or runoff of surface waters, or mudslides/mudflows caused by accumulation of water.

#### Governor's Authorized Representative

An individual empowered by a Governor to:

- (1) Execute all necessary documents for disaster assistance on behalf of the state, including certification of applications for public assistance.
- (2) represent the Governor of the impacted state in the Unified Coordination Group, when required.
- (3) Coordinate and supervise the state disaster assistance program to include serving as its grant administrator; and
- (4) Identify, in coordination with the State Coordinating Officer, the state's critical information needs for incorporation into a list of Essential Elements of Information.

#### Hazard

An event or physical condition that has the potential to cause fatalities, injuries, property damage, infrastructure damage, agricultural loss, damage to the environment, interruption of business, or other types of harm or loss (FEMA, *Multi Hazard Identification and Risk Assessment*, 1997, p.xxi).

#### Hazardous Material

Any substance or material that, when involved in an accident and released in sufficient quantities, poses a risk to people's health, safety, and/or property. These substances and materials include



explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.

#### Household Pet

According to FEMA Disaster Assistance Policy 9253.19, “[a] domesticated animal, such as a dog, cat, bird, rabbit, rodent, or turtle, that is traditionally kept in the home for pleasure rather than for commercial purposes, can travel in commercial carriers, and be housed in temporary facilities.

Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.” This definition is used by FEMA to determine assistance that FEMA will reimburse and is the definition used in the production of this Guide. Individual jurisdictions may have different definitions based on other criteria.

#### Incident

An occurrence or event—natural, technological, or human-caused—that requires a response to protect life, property, or the environment (e.g., major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, other occurrences requiring an emergency response).

#### Incident Command System

Per WI Stat. 323.02; Incident Command System means a functional management system established to control, direct, and manage the roles, responsibilities, and operations of all of the agencies involved in a multi-jurisdictional or multi-agency emergency response.

#### Incident Management Assistance Team

A national-based or regional-based team composed of SMEs and incident management professionals, usually composed of personnel from multiple Federal departments and agencies, which provide incident management support during a major incident.

#### Joint Field Office

The primary Federal incident management field structure. The Joint Field Office is a temporary Federal facility that provides a central location for the coordination of Federal, state, territorial, tribal, and local governments and private sector and nongovernmental organizations with primary responsibility for response and recovery. The Joint Field Office focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

#### Joint Information Center

A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media. Public information officials from all participating agencies should co-locate at the Joint Information Center.

#### Jurisdiction

Jurisdiction has more than one definition. Each use depends on the context:

- A range or sphere of authority. Public agencies have jurisdiction at an incident related to their

legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or Federal boundary lines) or functional (e.g., law enforcement, public health).

- A political subdivision (e.g., Federal, state, county, parish, municipality) with the responsibility for ensuring public safety, health, and welfare within its legal authorities and geographic boundaries.

#### Likelihood

Estimate of the potential for an incident's occurrence.

#### Limited English Proficiency

Persons who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English.

#### Mass Care

The actions that are taken to protect evacuees and other disaster victims from the effects of the disaster. Activities include mass evacuation, mass sheltering, mass feeding, access and functional needs support, and household pet and service animal coordination.

#### Mitigation

Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or human-caused disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

#### National Incident Management System

A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, to reduce the loss of life or property and harm to the environment.

#### National Response Framework

This document establishes a comprehensive, national, all-hazards approach to domestic incident response. It serves as a guide to enable responders at all levels of government and beyond to provide a unified national response to a disaster. It defines the key principles, roles, and structures that organize the way U.S. jurisdictions plan and respond.

#### Nongovernmental Organization

An entity with an association that is based on the interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose and are not for private benefit. Examples of nongovernmental organizations include faith-based charity organizations and the American Red Cross.

#### Planning Assumptions

Parameters that are expected and used as a context, basis, or requirement for the development of response and recovery plans, processes, and procedures. If a planning assumption is not valid for a

specific incident's circumstances, the plan may not be adequate to ensure response success. Alternative methods may be needed. For example, if a decontamination capability is based on the planning assumption that the facility is not within the zone of release, this assumption must be verified at the beginning of the response.

### Preparedness

Actions that involve a combination of planning, resources, training, exercising, and organizing to build, sustain, and improve operational capabilities. Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents and developing jurisdiction specific plans for delivering capabilities when needed for an incident.

### Prevention

Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

### Protected Group

A group of people qualified for special protection by a law, policy, or similar authority. For example, Title VI of the Civil Rights Act of 1964 protects against discrimination on the grounds of race, color, or national origin.

### Protection

Actions to reduce or eliminate a threat to people, property, and the environment. Primarily focused on adversarial incidents, the protection of critical infrastructure and key resources is vital to local jurisdictions, national security, public health and safety, and economic vitality. Protective actions may occur before, during, or after an incident and prevent, minimize, or contain the impact of an incident.

### Recovery

The development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private sector, nongovernmental, and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

### Resource Management

A system for identifying available resources at all jurisdictional levels to enable timely, efficient, and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the National Incident Management System includes mutual aid and assistance agreements; the use of special Federal, state, territorial, tribal, and local teams; and resource mobilization protocols.

### Response

Immediate actions to save and sustain lives, protect property and the environment, and meet basic human needs. Response also includes the execution of plans and actions to support short-term recovery.

### Risk

The potential for an unwanted outcome resulting from an incident or occurrence, as determined by its likelihood and the associated consequences.

### Risk Analysis

A systematic examination of the components and characteristics of risk.

### Risk Assessment

A product or process that collects information and assigns values to risks for the purpose of informing priorities, developing or comparing courses of action, and informing decision making.

### Risk Identification

The process of finding, recognizing, and describing potential risks.

### Risk Management

The process of identifying, analyzing, assessing, and communicating risk and accepting, avoiding, transferring, or controlling it to an acceptable level at an acceptable cost.

### Scenario

Hypothetical situation composed of a hazard, an entity impacted by that hazard, and associated conditions including consequences when appropriate.

### Scenario-based Planning

A planning approach that uses a hazard vulnerability assessment to assess the hazard's impact on an organization on the basis of various threats that the organization could encounter. These threats (e.g., hurricane, terrorist attack) become the basis of the scenario.

### Senior Official

The elected or appointed official who, by statute, is charged with implementing and administering laws, ordinances, and regulations for a jurisdiction. He or she may be a mayor, city manager, etc.

### Service Animal

Any guide dog, signal dog, or other animal individually trained to assist an individual with a disability. Service animals' jobs include, but are not limited to:

- Guiding individuals with impaired vision
- Alerting individuals with impaired hearing (to intruders or sounds such as a baby's cry, the doorbell, and fire alarms)
- Pulling a wheelchair
- Retrieving dropped items
- Alerting people of impending seizures
- Assisting people who have mobility disabilities with balance or stability.

## Standard Operating Procedure/Guideline

A reference document or operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or a number of interrelated functions in a uniform manner.

## State Coordinating Officer

The individual appointed by the Governor to coordinate state disaster assistance efforts with those of the Federal Government. The State Coordinating Officer plays a critical role in managing the state response and recovery operations following Stafford Act declarations. The Governor of the affected state appoints the State Coordinating Officer, and lines of authority flow from the Governor to the State Coordinating Officer, following the state's policies and laws.

## Terrorism

Activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources; is a violation of the criminal laws of the United States or of any state or other subdivision of the United States; and appears to be intended to intimidate or coerce a civilian population, to influence the policy of a government by intimidation or coercion, or to affect the conduct of a government by mass destruction, assassination, or kidnapping.

## Tornado

A local atmospheric storm, generally of short duration, formed by winds rotating at very high speeds, usually in a counterclockwise direction. The vortex, up to several hundred yards wide, is visible to the observer as a whirlpool-like column of winds rotating about a hollow cavity or funnel. Winds can be as low as 65 miles per hour but may reach 300 miles per hour or higher.

## Uncertainty

The degree to which a calculated, estimated, or observed value may deviate from the true value.

## Vulnerability

A physical feature or operational attribute that renders an entity open to exploitation or susceptible to a given hazard.

## Warning

The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects that specific hazards may cause.

## **Record of Distribution**

<b>Department</b>	<b>Title</b>	<b>Date of Delivery</b>	<b>Number of Copies</b>
Administration	Administrator	November 1, 2022	1
Central Wisconsin Airport	Director	November 1, 2022	1
Conservation Planning Zoning	Director	November 1, 2022	1
City-County Information Technology Commission	Director	November 1, 2022	1
City-County Parks, Recreation, Forestry	Director	November 1, 2022	1
Finance	Director	November 1, 2022	1
Health	Director	November 1, 2022	1
Highway	Commissioner	November 1, 2022	1
Sheriff	Sheriff	November 1, 2022	1
Social Services	Director	November 1, 2022	1
Solid Waste	Director	November 1, 2022	1

**EMERGENCY PROCLAMATION**

Request to Marathon County Board of Supervisors for Disaster Declaration

**WHEREAS**, a disaster, namely \_\_\_\_\_ has struck Marathon County;

**WHEREAS**, because of such emergency conditions, Marathon County Board of Supervisors is unable to meet with promptness; and

**WHEREAS**, the emergency has caused Marathon County to commit all of its available resources; and

**WHEREAS**, the town, village, City of \_\_\_\_\_ has requested Marathon County assistance and requests that Marathon County advise the State of Wisconsin Department of Military Affairs of our emergency conditions.

**NOW THEREFORE**, pursuant to Wisconsin State Statute 323.11, as chief executive officer or acting chief executive officer of Marathon County in testimony whereof, I have hereunto set my hand and have caused the great seal of Marathon County to be affixed, I hereby proclaim a State of Emergency in Marathon County and exercise powers conferred upon the county board that appear necessary and expedient.

\_\_\_\_\_  
Marathon County Chair or Vice-Chair

COMPLETED AT MARATHON COUNTY COURTHOUSE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_.  
=====

**NOW, FURTHER THEREFORE**, pursuant to State Statute 323.14 (4)(b), the Marathon County Board of Supervisors, does hereby ratify, alter, modify, or repeal the proclaimed state of emergency within Marathon County for the time during which the emergency conditions exist or are likely to exist.

Resolution #: \_\_\_\_\_

**IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND.**

\_\_\_\_\_  
County Board Chair

COMPLETED AT MARATHON COUNTY COURTHOUSE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_.  
=====

**EMERGENCY DECLARATION**

Resolution Declaring an Emergency in Marathon County

**WHEREAS**, a disaster, namely \_\_\_\_\_ has struck Marathon County;

**WHEREAS**, the disaster has caused Marathon County to commit all of its available resources; and

**WHEREAS**, Marathon County requests that Marathon County Emergency Management advise the State of Wisconsin Department of Military Affairs of our disaster conditions;

**NOW THEREFORE**, pursuant to Wisconsin State Statute 323.11, the Marathon County Board of Supervisors declares a State of Emergency in Marathon County and exercise powers conferred upon the county board that appear necessary and expedient for a period of time limited by the existence of the emergency conditions or are likely to exist;

Resolution #: \_\_\_\_\_

**IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND.**

\_\_\_\_\_  
Marathon County Chair

COMPLETED AT MARATHON COUNTY COURTHOUSE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_.



## RECORD OF CHANGES

#	Date	Agency/Individual	Change
1.	3/6/2018	Emergency Management	Numerous revisions throughout document.
2.	6/26/2020	Emergency Management	<ul style="list-style-type: none"> <li>• Changed physical location of the Emergency Management department</li> <li>• Changed signatory under emergency declaration to Marathon County Chair</li> <li>• Note: Although County Administrator changed, EOP remained in effect</li> </ul>
3.	7/18/2020	Emergency Management	Revised Support Annexes
4.	4/21/2021	Emergency Management	<ul style="list-style-type: none"> <li>• Revised promulgation statement</li> <li>• Revised Emergency Management Organizational Chart</li> <li>• As it relates to ESF's, changed "Primary" to "Lead"</li> <li>• Switched lead department for the Plan to Administration and placed Emergency Management to support</li> <li>• Added fire departments to MABAS</li> <li>• Revised ESF Responsibilities matrix</li> <li>• Added ESF 4, 6 12 annex references</li> <li>• Added Countywide Strategic Plan reference (as it relates to EPCRA)</li> <li>• Condensed EOC information from two sections into one</li> <li>• Replaced UW-Extension with impacted municipality as lead in ESF 11</li> <li>• Moved components of plan into scope</li> <li>• Removed duplicative language regarding requesting assistance.</li> <li>• Removed duplicative language as it relates to consequences</li> </ul>
5.	9/2/2022	Emergency Management	<ul style="list-style-type: none"> <li>• Revised line of succession to reflect Emergency Management Ordinance</li> <li>• Revised promulgation statement</li> <li>• Replaced Administrator with County Board Chair in declaration procedure</li> <li>• Changed biannual review to annual</li> </ul>
6.			
7.			
8.			
9.			
10.			



DRAFT MINUTES  
OF  
STANDING COMMITTEES



## MARATHON COUNTY EXTENSION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, October 6, 2022, at 3:00 p.m.**

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

Committee Members:

Rick Seefeldt	Present
Becky Buch	Present
David Baker	Present
Bobby Niemeyer	Present
Tom Rosenberg	Present (3:45)
Kim Ungerer	Present
Crystal Bushman	WebEx

Staff Present – Kim Trueblood, Dave Mack, Dejan Adzic, Jason Hausler, Leah Giordano

Others Present – Kimm Weber, Supervisor Lemmer

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of the Minutes of the September 1, 2022 Extension, Education & Economic Development Committee Meeting** – Motion by Buch, Second by Niemeyer to approve the minutes. Motion carried on a voice vote unanimously.
5. **Policy Issues Discussion and Potential Committee Determination:**
  - A. Continued Discussion of Recommendations to Executive Committee for updates to the Strategies, Objectives, and Expected Outcomes Found in the 2019-2022 Strategic Plan
    1. Educational Presentation on Proposed Kowalski Rd / I-39 Interchange – CPZ Planning Manager Dave Mack gave a Power Point regarding the interchange concept that has been going on for many years. Power Point will be added to the meeting packet. Discussion was had and questions were asked and answered. Supervisor Baker stated why he feels this is necessary from an economic development standpoint for the Village of Kronenwetter. Additional questions were asked and answered.
    2. Updates to Objective 10.6 and 10.8 – Supervisor Baker went over his proposed changes and updates to both objectives. Details are in the packet.  
Outcome Measure 10.8 - Discussion was had and questions were asked and answered. Suggestion was made to change “private full-time” to “private sector full-time” in Proposed Outcome Measure 3. Motion by Baker, Second by Niemeyer to forward Objective 10.8 as amended to the Executive Committee. Motion carried on a voice vote, unanimously.  
Outcome Measure 10.6 – Discussion was had and questions were asked and answered. Proposed Alternate Outcome Measure 2 was withdrawn due to lack of communication with NTC. The Simple Update is what is being considered to forward to the Executive Committee. Motion by Baker, Second by Buch to forward the proposed updates to the Executive Committee, leaving Strategy A & B as is. Change to Alternate Outcome Measure 1 and Simple Update for Outcome Measure 2. Motion carried on a roll call vote, unanimously.
6. **Operational Functions required by Statute, Ordinance, Resolution or Policy:** None

**7. Educational Presentations and Committee Discussion**

- A. Discussion of Wisconsin Counties' Association conference presentation on Housing & Homelessness – Chair Seefeldt and Supervisor Lemmer summarized the workshop presented at the Wisconsin Counties Association conference in September. Deputy Corp Counsel Dejan Adzic also spoke about some of the barriers for affordable housing. Discussion was had and questions were asked and answered. Link to the slide presentation given at the conference was emailed to the committee members.
- B. MCDEVCO's Monthly Report – Kimm Weber gave a summary of the McDevco report as provided in the packet. Occupancy at the business incubator is steadily increasing.
- C. UW-Extension Monthly Report – Jason Hausler gave a summary of the UW-Extension report as provided in the packet. October is National 4-H week.
- D. Library Monthly Report – Leah Giordano gave a summary of the Library report as provided in the packet.

**8. Next Meeting Time, Location, Announcements and Agenda Items:**

- A. Committee members are asked to bring ideas for future discussion
- B. Next Scheduled Meeting Thursday, November 3, 2022, at 3:00 p.m. Chair Seefeldt stated that he may not be available for the November meeting dependent on the weather. Supervisor Buch will be unavailable, so stay tuned for details on that meeting.

**9. Adjournment** – Motion by Rosenberg, Second by Buch to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 4:30 p.m.

Minutes prepared by Kim Trueblood, Marathon County Clerk



**Marathon County  
Environmental Resources Committee Minutes  
Tuesday, October 4, 2022  
500 Forest Street, Wausau WI**

<b>Attendance:</b>	<b><u>Member</u></b>	<b><u>Present</u></b>	<b><u>Not present</u></b>
<i>Chair</i>	Jacob Langenhahn.....	X	
<i>Vice-Chair</i>	Rick Seefeldt .....	X	
	Allen Drabek. ....	X	
	Dave Oberbeck .....	X	
	Andrew Venzke.....	X	
	Tony Sherfinski.....	X	
	Kim Ungerer .....	X	
	Mike Ritter.....	X	
	Marilyn Bhend.....	X	
	Rodney Roskopf.....		X

Via in person,  
Webex  
Or phone

Also present via Webex, phone or in person: Laurie Miskimins, Nicole DeLonay, Shad Harvey, Garrett Pagel, Kirstie Heidenreich– Conservation, Planning, and Zoning (CPZ); Lance Leonhard – County Administrator, Mike Puerner – Corporation Counsel, Meleesa Johnson, David Hagenbucher, Eric Olson – Solid Waste; Kurt Gibbs, Jean Maszk, Bruce Grau, Ron James, Nancy Stencil, Dan Barth, Kathy Konte -Barth, Eric Rempala, Rieta Pachal, Christine Kot, Larry Lang, Dustin Vreeland, Daniel Schreiber

1. **Call to order** – Called to order by Chair Langenhahn at 3:00 p.m.

2. **Pledge of Allegiance to the Flag**

3. **Public Comment** –

The following individuals spoke in opposition to metallic mining in the County, and/or expressed concerns for the impacts mining could have to the area and environment. They also referenced resolutions from the Ho-Chunk and Menominee Tribes and the Great Lakes Inter-Tribal Council, letters from the Wisconsin Resources Protection Council and the Oneida County Clean Waters Action, and petitions in opposition to metallic mining in the county.

- Bruce Grau – Wausau
- Ron James – Town of Evergreen
- Nancy Stencil – Town of Rib Mountain
- Dan Barth – Town of Knowlton
- Kathy Konte -Barth – Town of Knowlton

4. **Approval of August 30, 2022, Committee minutes**

**Motion /** second by Drabek/ Ungerer to approve of the August 30, 2022, Environmental Resources Committee minutes.

Motion **carried** by voice vote, no dissent.

5. **Operational Functions required by Statute, Ordinance, or Resolution:**

A. **Public Hearings, Review, Possible Actions, and Possible Recommendations to the County Board for its Consideration (County Zoning changes)**

1. Don Sebastian - F-P Farmland Preservation to R-R Rural Residential – Town of McMillan

Discussion: Pagel was sworn in and noted the staff report and decision sheet had been included in the packet. Pagel reviewed the rezone request shown on the Preliminary Certified Survey Map (CSM) that was submitted with the petition. Pagel additionally reviewed the reasoning behind why Conservation Planning and Zoning (CPZ) staff are recommending approval of the rezone request, citing the rezone standards, requirements, and pertinent site characteristics. The Town of McMillan has reviewed the application and recommends approval without any concerns or additional

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comments. It was confirmed that the property is not currently being farmed.

Dustin Vreeland was sworn in and indicated he is present to answer any questions regarding the rezone request.

There was no additional testimony in favor or opposed to this rezone request virtually or in person. Testimony portion of the hearing was closed at 3:22 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet.

Action: **Motion** / second by Seefeldt/ Sherfinski to recommend approval to County Board, of the Don Sebastian rezone request. Noting the reasoning provided in the staff report and conclusions of law, the Committee determined the rezone is consistent with the Marathon County Zoning District. Adequate facilities are present or will be provided and providing any necessary public facilities will not burden local government. Based on the proposed land division and existing land uses onsite the rezone should not result in any adverse effect on natural areas. The committee made their recommendation of approval based on the information, findings of fact, and conclusions of law as described in the CPZ staff report included in the ERC packet.

Motion **carried** by voice vote, no dissent.

Follow through: Forward to County Board for action at their next regularly scheduled meeting.

2. Larry and Patricia Lang - G-A General Agriculture to R-R Rural Residential- Town of Spencer

Discussion: Pagel noted the staff report and decision sheet had been included in the packet. Pagel reviewed the rezone request described as lot 1 and 2 of the preliminary CSM. Pagel additionally reviewed the reasoning behind why CPZ staff are recommending approval of the rezone request, citing the rezone standards, requirements, and pertinent site characteristics. Pagel noted, The Town of Spencer has reviewed the application and recommends approval without any concerns.

Larry Lang was sworn in and indicated he is present to answer any questions regarding the rezone request.

There was no additional testimony in favor or opposed to this rezone request virtually or in person. Testimony portion of the hearing was closed at 3:32 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet.

Action: **Motion** / second by Drabek/ Ritter to recommend approval to County Board, of the Larry & Patricia Lang rezone request. Noting the reasoning provided in the staff report and conclusions of law, the Committee determined the rezone is consistent with the Marathon County and Town comprehensive plans and is not located in the Farmland Preservation Zoning District. Adequate facilities are present or will be provided and providing any necessary public facilities will not burden local government. Based on the proposed land division and existing land uses onsite the rezone should not result in any adverse effect on natural areas. The committee made their recommendation of approval based on the information, findings of fact, and conclusions of law as described in the CPZ staff report included in the ERC packet.

Motion **carried** by voice vote, no dissent.

Follow through: Forward to County Board for action at their next regularly scheduled meeting.

3. Daniel & Jennifer Schreiber - G-A General Agriculture to R-R Rural Residential (Lot 1) and G-A General Agriculture to R-E Rural Estate (Lot 2) - Town of Holton

Discussion: Pagel noted the staff report and decision sheet had been included in the packet. Pagel reviewed the rezone request of Lot #1 & Lot #2 shown on the Preliminary Certified Survey Map (CSM) that was submitted with the petition. Pagel additionally reviewed the reasoning behind why CPZ staff are recommending approval of the rezone request, citing the rezone standards, requirements, and pertinent site characteristics. The Town of Holton has reviewed the application and recommends approval without any concerns.

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Dan Schreiber was sworn in and indicated he is present to answer any questions regarding the rezone request.

There was no additional testimony in favor or opposed to this rezone request virtually or in person. Testimony portion of the hearing was closed at 3:41 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet.

Action: **Motion** / second by Seefeldt/ Sherfinski to recommend approval to County Board, of the Schreiber rezone request. Noting the reasoning provided in the staff report and conclusions of law, the Committee determined the rezone is consistent with the Marathon County and Town comprehensive plans and is not located in the Farmland Preservation Zoning District. Adequate facilities are present or will be provided and providing any necessary public facilities will not burden local government. Based on the proposed land division and existing land uses onsite the rezone should not result in any adverse effect on natural areas. The committee made their recommendation of approval based on the information, findings of fact, and conclusions of law as described in the CPZ staff report included in the ERC packet.

Follow through: Forward to County Board for action at their next regularly scheduled meeting.

- B. Review and Possible Recommendation to County Board for its Consideration (Town Zoning changes pursuant to §60.62(3) Wis. Stats.) – None.
- C. Review and Possible Recommendations to County Board for its Consideration – None.
- D. Review and Possible Action - None.

## 6. Educational Presentations/Outcome Monitoring Reports and Committee Discussion

A. Department Updates: Conservation, Planning and Zoning (CPZ), Parks Recreation and Forestry (PRF), Solid Waste

### 1. Funding for the Groundwater Plan in 2023 (CPZ)

Discussion: Miskimins provided an updated on the funding. It was included in the tentative list that was adopted by County Board for the Capital Improvement Program but with the guidance that was given by County Board it is on the list but not identified for funding for 2023 at this time. Discussion was had for possible alternative strategies to get this project funded. Administrator Leonhard gave an update to the current ARPA funds.

Follow through: Alternative funding strategies will be discussed at future meetings. ERC's initial guidance to CPZ is to consider scaling back the project and look at putting in an ARPA request.

### 2. Potential Updates to General Code of Ordinances for Marathon County Chapter 17 – Zoning Code in 2023 (CPZ)

Discussion: Harvey brought forth some potential updates to the Marathon County Chapter 17 & Chapter 22 zoning codes. Harvey also gave a brief introduction about Land Division. Brief descriptions of potential updates CPZ would suggest were discussed. Harvey went through the timeline of gathering input from County Zoned Towns and bringing changes forth to the Towns and ERC for review, then to the ERC and County Board for adoption in early 2023.

Follow through: Future discussions will take place and forthcoming meetings.

### 3. User Fee Increase Considerations for 2023 (CPZ)

Discussion: Miskimins gave brief introduction on user fee increases that could be proposed in 2023. Miskimins gave a brief background of past CPZ user fee increases and what influences the need to ask for an increase in fees. Langenhahn suggested that CPZ present data to support the future increases at future meetings.

Follow through: Future discussions will take place at forthcoming meetings.

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

A. Review of Possible Metallic Mining Resolution to be submitted to the State of Wisconsin

Discussion: Maszk brought forward a Resolution created by several individuals, in opposition of the metallic mining within Marathon County. Discussion was had on the resolution, and it was indicated that this resolution would call for Statewide action, not just action in Marathon County.

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Supervisors discussed that Marathon County is unable to be more or less restrictive than the State. Supervisors discussed that resolutions are typically sent to the State when items are being debated, which is not being debated at this time. The suggestion was made to bring forward the resolution to a local State Legislator. Maszk mentioned this is the first step to making a difference to protect the natural resources and the resolution will be rewritten and taken through other avenues.

Follow through: Suggestion was made that the resolution be rewritten and discussed with other state entities to establish interest in bringing the issue up at a state level.

- B. **Motion/** second by Sherfinski/Drabek to go into closed session (roll call vote suggested) pursuant to §§ 19.85(1)(e) and (g) for the purpose of conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, to wit: discussion and strategy regarding potential legal or contractual action relative to Marathon County Solid Waste facility. Motion **carried** 8 “yes,” 0 “no,” roll call vote.
- C. Motion to Return to Open Session - **Motion/** second by Drabek/Venzke to return to open session. Motion **carried** by voice vote, no dissent (roll call vote not required).
- D. Announcements and/or Action Regarding Closed Session Discussion - None.

**8. Next meeting date, time & location, and future agenda items:**

**Tuesday, November 1, 2022, 2022 3:00 p.m. Marathon County Courthouse, Assembly Room 500 Forest Street Wausau WI**

- A. Committee members are asked to bring ideas for future discussion
- B. Announcements/Requests/Correspondence
  - 1. Miskimins shared the ERC Public Hearing dates for 2023, noting the July 4<sup>th</sup> meeting will be held on June 27<sup>th</sup>. Towns and public will be made aware of these dates later this year.

**9. Adjourn – **Motion/** second by Seefeldt/Drabek to **adjourn** at 6:20 p.m. Motion **carried** by voice vote, no dissent.**

Laurie Miskimins, CPZ Director

For Jacob Langenhahn, Chair

cc: (via email/web site) ERC members; County Administrator; Corporation Counsel; County Clerk

LM/nd





## MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA

**Date & Time of Meeting:** Thursday, October 13, 2022 @ 3 p.m.

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

Kurt Gibbs	Present
Craig McEwen	WebEx
Matt Bootz	WebEx
Chris Dickinson	Excused
Jacob Langenhahn	Excused
Jean Maszk	WebEx
John Robinson	Present
Becky Buch (for Rick Seefeldt)	Present
Michelle Van Krey	Present

Staff Present: Lance Leonhard, Kim Trueblood, Mike Puerner

Others Present: David Baker

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of the Executive Committee Meeting Minutes from September 15, 2022** – Motion by Robinson, Second by Van Krey to approve the minutes. Motion carried on a voice vote unanimously.
5. **Educational Presentations and Committee Discussion** - None
6. **Operational Functions Required by Statute, Ordinance, or Resolution** - None
7. **Policy Issues for Discussion and Possible Action**
  - A. Discussion of Strategic Plan Updates from the Standing Committees and Possible Recommendations to the Board  
Environmental Resources Committee – the chair of the committee needs to have one final review of their proposed updates, so it will be brought to the Executive Committee at a future meeting.  
Extension, Education, and Economic Development Committee – Committee Vice Chair Buch recognized Supervisor Baker to present the approved updates to Objectives 10.6 and 10.8. Details are provided in the packet.  
Objective 10.6 - Discussion was had and questions were asked and answered. It was agreed that additional clarity and details need to be provided before this measure can be forwarded to the full board.  
Objective 10.8 – Discussion was had and questions were asked and answered. For outcome measures 1 & 2, it was determined that more data needs to be gathered. For outcome measure 3, it was questioned whether this was a role for the county.  
Public Safety Committee – Chair Bootz, Vice-Chair Maszk, and Administrator Leonhard presented the discussion that was had by the committee. Details are provided in the packet.  
Objective 7.1 and Objective 12.3 – Discussion was had that there is quite a bit of overlap between the two. Questions were asked and answered. It was discussed that Objective 12.3 should be returned back to the committee to formulate a new outcome measure.
  - B. Process for Administrator’s Evaluation in regards to the Comprehensive Class Compensation Study Implementation for the 2023 Budget  
Chair Gibbs stated that this was added to the agenda for consistency in the implementation of the class comp study in regards to the administrator’s evaluation. HRFC Chair John Robinson reviewed the information that had been presented to that committee relative to the study. Discussion was had regarding the timing of the administrator’s evaluation in order to meet the timeline for the potential December 11 implementation of the new pay schedule. Questions were asked and answered.

Motion by Robinson, Second by McEwen to conduct the Administrator's evaluation so that timing is consistent with the remainder of the County employees for a December 11 implementation, if the class comp study is approved by the full board. Motion carried on a voice vote unanimously.

**8. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**

**A.** Committee members are asked to bring ideas for future discussion.

**B.** Next Executive Committee Meeting: Thursday, November 10 at 3:00 p.m.

**9. Adjournment** – Motion by Robinson, Second by Van Krey to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 4:20 p.m.

Minutes prepared by Kim Trueblood, County Clerk

DRAFT



## HEALTH AND HUMAN SERVICES COMMITTEE AGENDA WITH MINUTES

Date & Time of Meeting: October 5, 2022, at 3:00 p.m.

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

Michelle Van Krey	Present
Jennifer Aarrestad	Present
Ron Covelli	Present
Dennis Gonnering	Present (W)
Donna Krause	Present
Alyson Leahy	Present
Bobby Niemeyer	Present

Staff Present: Lance Leonhard, Chris Holman, Kelley Blume, Mike Puerner, Stacey Morache, Laura Scudiere, Mort McBain, Vicki Tylka, Chad Billeb, Dr. Robert Gouthra, Mike Frankel

Others Present: John Robinson, Mayor Rosenberg, Cody Hart, Matt Barnes, Jean Maszk (WebEx)

1. **Call Meeting to Order** – Chair Van Krey called meeting to order at 3:00 p.m.
2. **Pledge of Allegiance**
3. **Public Comment** – Rick Humphreys spoke against closing the Community Corner Clubhouse.
4. **Approval of the Minutes of the August 31, 2022, Health, and Human Services Committee Meeting Minutes.**  
Motion by Aarrestad, Second by Covelli to approve the minutes. Motion by Krause to amend the minutes as written because all questions were not answered. Motion failed for lack of a second. Original motion to approve the minutes carried on a voice vote but was not unanimous.
5. **Policy Issues Discussion and Potential Committee Determination**
  - A. Discussion on expansion of the Crisis Assessment Response Team (CART) was had. Questions were asked and answered. Motion by Leahy second by Niemeyer to support expanding CART. Motion carried on a voice vote, unanimously
  - B. Discussion on funding for additional case management for behavioral health at NCHC was had. Questions were asked and answered. Motion by Aarrestad second by Covelli to explore additional case management for behavioral health at NCHC. Motion carried on voice vote, unanimously.
  - C. Discussion was had on the Family Keys - Housing for Child Welfare Families Plan Revision. Questions were asked and answered. Motion by Leahy second by Covelli to instruct Administrator Leonhard to add the Family Project to the 2023 Budget. Motion Carried on a voice vote, unanimously.
6. **Operational Functions Required by Statute, Ordinance, Resolution or Policy: None**
7. **Educational Presentations and Committee Discussion:**
  - A. Discussion was had on the Community Clubhouse and other NCHC Programs. Questions were asked and answered.
  - B. Discussion was had on the CDBG Coronavirus Grant and the Amended Budget request. Questions were asked and answered.
8. **Next Meeting Time, Location, Announcements and Agenda Items:**
  - A. Committee members are asked to bring ideas for future meetings.
  - B. Next scheduled meeting Wednesday, November 2, 2022 at 3:00 p.m.
9. **Adjournment**  
Motioned by Leahy, Second by Niemeyer to adjourn. Motion carried on a voice vote, unanimously. Meeting adjourned at 4:56 p.m.



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

Date & Time of Meeting: **Wednesday October 12, 2022, 3:00 P.M.**

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

John Robinson, Chair	Present
Alyson Leahy, Vice-Chair	Present
Kurt Gibbs	Present
Gayle Marshall	Present
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	WebEx

Staff Present – Lance Leonhard, Chris Holman, Mike Puerner, Kim Trueblood, Kristi Palmer

Others Present – David Baker, Gary Gisselman, Jean Maszk (WebEx)

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment - None**
4. **Approval of the September 27, 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. **Educational Presentations and Committee Discussion**
  - A. Update on 1611 Chellis Street – Corp Counsel Mike Puerner updated the committee on the appraisal and sales process for this parcel.
  - B. Administrator’s Proposed 2023 Annual Budget and 2023 Capital and Special Project Funding Plan
    1. Administrator’s Budget Message – Administrator Leonhard presented the 2023 budget. Full details can be found in the packet and on the [County website](#).
    2. 5-Year Departmental and Support for Other Agency Comparison - Finance Director Kristi Palmer went through the departmental and other agency comparisons.
    3. Resolution 2023 Budget and Property Tax Levy – Chair John Robinson stated the process going forward. The committee will be asked to accept the budget at this meeting, then there will be an additional meeting on October 17 before the finance director needs to publish the budget in the paper per statutory requirements. Discussion was had and questions were asked and answered. Committee members were reminded that if they have amendments, please provide those to staff so they can be formatted appropriately.
6. **Policy Issues Discussion and Potential Committee Determination: None**
7. **Operational Functions required by Statute, Ordinance, or Resolution:**
  - A. Discussion and Possible Action by Committee
    1. Approval of October 2022 Claims and Questioned Costs – Motion by Hart, Second by Gibbs to approve the claims and question costs as presented. Motion carried on a voice vote unanimously.
    2. Approval of Tax Deed Parcel Sale to the Village of Edgar – Corp Counsel Mike Puerner presented the proposed sales agreement that is in the packet. Provided the Village Board approves the terms, the sale will be processed. Motion by Leahy, Second by Gibbs to approve the sale of the tax deed parcel to the Village of Edgar. Motion carried on a voice vote unanimously.
  - B. Discussion and Possible Action by HRFC to Forward to County Board for Consideration
    1. 2022 Intergovernmental Budget Transfers – Finance Director Kristi Palmer explained that there are two sets of budget transfers – one for the ADRC and one for the County – Sheriff’s Dept and Social Services. The committee is requested to accept the ADRC transfers and approve the county transfers. Motion by Lemmer, Second by Leahy to accept the ADRC budget transfers. Motion carried on a voice

vote unanimously.

There was a request to divide the question and deal with the departments separately.

Motion by Gibbs, Second by Leahy to approve the Social Services budget transfers. Discussion was had and questions were asked and answered. Motion carried on a voice vote unanimously.

Motion by Gibbs, Second by Leahy to approve the Sheriff's Department budget transfers. Motion carried on a voice vote unanimously.

2. Resolution to Approve and Authorize the Implementation of the Class Compensation Plan Created by McGrath Consulting Group, Inc. – Chair Robinson suggested adding an additional “Whereas” to provide some background as to why the class compensation study was necessary. Administrator Leonhard pointed to the study in the meeting packet and stated that there are two modifications from the original presentation. One modification was a housekeeping error. The other modification was a reclassification of the Justice Services Coordinator in the Administrator's office. Discussion was had and questions were asked and answered.

Motion by Gibbs, Second by Hart to approve the resolution with the addition of the resolution due to changing economic times and to stay competitive for recruitment due to a 17% vacancy in allocated positions. Motion carried on a voice vote unanimously.

3. Acceptance of the County Administrator's Proposed 2023 Annual Budget and 2023 Capital and Special Project Funding Plan – Motion by Gibbs, Second by Leahy to accept the Administrator's Proposed 2023 Annual Budget and 2023 Capital and Special Project Funding Plan. This action transfers the budget from the administrator to the committee. Motion carried on a voice vote unanimously.

**8. Next Meeting Time, Location, Announcements and Agenda Items:**

- A. Committee members are asked to bring ideas for future discussion
- B. Next Scheduled Meeting October 17, 2022 at 8:00 a.m.

9. **Adjournment** – Motion by Gibbs, Second by Lemmer to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 6:08 p.m.

Minutes prepared by Kim Trueblood, Marathon County Clerk



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

Date & Time of Meeting: **Monday, October 17, 2022, 8:00 AM**

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

John Robinson, Chair	Present
Alyson Leahy, Vice-Chair	Present
Kurt Gibbs	Present
Gayle Marshall	WebEx
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	Present

Staff Present – Lance Leonhard, Mike Puerner, Kim Trueblood, Kristi Palmer, Gary Olson, Mort McBain, Dejan Adzic

Others Present – David Baker (WebEx)

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of the October 12, 2022 Human Resources, Finance, & Property Committee meeting minutes** – item skipped, will be added to the October 25 agenda for action, along with the minutes from this meeting.
5. **Policy Issues Discussion and Potential Committee Determination:** None
6. **Operational Functions required by Statute, Ordinance, or Resolution:**
  - A. Discussion and Possible Action by Committee
  - B. Discussion and Possible Action by HRFC to Forward to County Board for Consideration
    1. County Administrator’s 2023 County Budget
      - a. Review and Approve the 2023 Budget Including the 2023 Capital Improvement Program and Property Tax Levy Including Allocation of ARPA Resources – Motion by Gibbs, Second by Xiong to approve the budget as presented. Motion as amended carried on a voice vote unanimously. **Motion by Gibbs, Second by Leahy** to amend the budget to move \$805,007 of the Highway Department Rolling Stock from Highway Fund Balance to CIP Fund Balance, leaving \$152,593 in the Highway Fund Balance for the same total of \$957,600; to move \$950,000 for the Marathon Park Water System Compliance from CIP Fund Balance to ARPA; to move \$79,993 for the Lake View Professional Plaza Parking Lot Replacement (south side) from “Small CIP” funding to CIP Fund Balance for a total of \$91,300; to move \$65,000 for the carpet replacement in Courtrooms 2, 3, & 5 (courtrooms only) from “Small CIP” funding to CIP Fund Balance. Administrator Leonhard and Chair Robinson explained the reasoning for moving the funds. Discussion was had and questions were asked and answered. Motion carried on a voice vote unanimously. Chair Robinson questioned whether departments are able to complete future projects that are on the work plan with the budget as presented. Administrator Leonhard addressed the question. **Motion by Gibbs, Second by Hart** to allocate \$1,850,000 in ARPA funding to North Central Health Care to offset operational losses in outpatient services, Mount View Care Center, and Youth Behavioral Health Hospital as part of the budget. Questions were asked and answered. Representatives from NCHC addressed questions that were asked. Committee was assured that the budget of NCHC will be shared with the board when it is completed. Motion carried on a voice vote unanimously.

**7. Educational Presentations and Committee Discussion**

A. Overview of the Local Assistance and Tribal Consistency Fund (LATCF) and Approval for Marathon County Staff to Make Formal Request for our Allocation - Chair Robinson explained that this is a \$50,000 yearly grant for qualifying counties. He would like to see these funds earmarked for CART expansion if that is allowable. Discussion was had as to whether there are qualifications attached to the funds. Questions were asked and answered. Administrator Leonhard formally stated that the application for the funds will be made.

**8. Next Meeting Time, Location, Announcements and Agenda Items:**

- A. Committee members are asked to bring ideas for future discussion
- B. Next Scheduled Meeting October 25, 2022 at 4:00 p.m.

**9. Adjournment** – Motion by Gibbs, Second by Xiong to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 8:47 a.m.

Minutes prepared by Kim Trueblood, Marathon County Clerk.

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## MARATHON COUNTY INFRASTRUCTURE COMMITTEE MEETING AGENDA WITH MINUTES

Date & Time of Meeting: **Thursday, October 6, 2022 at 9:00am**

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

Craig McEwen	Present
Chris Dickinson	Present
Gary Gisselman	Present
Joel Straub	Present
John Robinson	Present
Tom Seubert	Absent
Jasper Hartinger	Absent

Staff Present: Jim Griesbach, Kevin Lang, Lance L, Michael P, Jamie Polley, Gerry K

Others Present: Supervisor Jean Maszk (WebEx)

- 1. Call Meeting to Order** – Chair McEwen called the meeting to order at 9:00 am
- 2. Pledge of Allegiance**
- 3. Public Comment: None**
- 4. Approval of the September 1, and September 22, 2022, Infrastructure Committee Meeting Minutes.**  
Motion by Robinson, Second by Dickinson to approve the minutes. Motion carried on a voice vote, unanimously. Approval is only for the September 22, 2022 meeting minutes. Approval of the September 1, 2022 will be handled at the November meeting.
- 5. Policy Issues Discussion and Potential Committee Determination:**
  - A. Marathon County Rural Bike Route Network Map: Polley/Griesbach  
Highway Commissioner Griesbach and Parks Director Polley presented the proposed rural bike route network for consideration of the committee. Discussion was had, questions were asked and answered. Motion by Gisselman second by Robinson to approve the plan, motion carried on voice vote unanimously
  - B. Purchase of Property for Possible Future Building Site
    1. For this agenda item, the committee may consider a motion to go into closed session (roll call vote suggested) pursuant to sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to wit: update and discussion regarding purchase of property for possible future county facility building site.  
Motion made by Robinson Second by Dickinson to go into closed session, motion carried on roll call vote unanimously.
    2. Motion by Robinson second by Dickinson, to return to open session, motion carried on voice vote unanimously.
    3. Announcements or action from the committee regarding closed session discussion.  
No Action Taken
- 6. Operational Functions Required by Statute, Ordinance, Resolution, or Policy:**
  - A. County Road "B", Village of Marathon Jurisdictional Transfer: Griesbach  
Commissioner Griesbach presented the information to the committee about the Jurisdictional Transfer for approval. Motion by Straub second by Gisselman, motion carried on voice vote unanimously.
- 7. Educational Presentations and Committee Discussion:**



- A. Transportation Development Association, Thursday October 27, 2022: Griesbach Commissioner Griesbach discussed the upcoming TBA (Transportation Development Association) meeting and invited the committee members to attend.
- B. North Central Region Commissioner/Committee Fall Meeting, Friday, October 28, 2022: Griesbach Commissioner Griesbach discussed the upcoming Commissioner Committee Meeting and invited the committee members to attend.
- C. "Update on 2023-2026 Local Approved Projects" Bipartisan Infrastructure Law Projects: Griesbach Commissioner Griesbach presented the current list of local approved projects at both the county level and town level.

**8. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**

- A. Committee members are asked to bring ideas for future discussion.
- B. Next meeting: Thursday, November 3, 2022 at 9:00am
- C. Announcements  
Supervisor Robinson advised of the internet for all connecting Wisconsin seminar at the Jefferson Street Inn on October 25, 2022 at 8:30am

**9. Adjournment**

Motioned by Dickinson , Second by to adjourn. Motion carried on voice vote, unanimously.  
Meeting adjourned at 10:00 am

Minutes prepared by David Holcomb



## MARATHON COUNTY PUBLIC SAFETY COMMITTEE MEETING AGENDA WITH MINUTES

Date & Time of Meeting: **Tuesday, October 11, 2022, at 1:30pm**

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

Matt Bootz	Present
Jean Maszk	Webex
Bruce Lamont	Absent
Stacey Morache	Present
Allen Opall	Absent
Tim Sondelski	Present
Jason Wilhelm	Present

Staff Present: Scott Parks, Chad Billeb, Kerry Palowski, Nick Marcell, Phil Rentmeester, Evan Kelbaugh, Kyle Mayo, Molly Lawrence, Ruth Heinzl, Michael Puerner, Lance Leonhard, David Holcomb, Kelly Schremp, Sheriff's department personnel

Others Present: Jim Hellrood

- 1. Call Meeting to Order** – Chair Bootz called the meeting to order at 1:30pm
- 2. Pledge of Allegiance**
- 3. Public Comment: None**
- 4. Approval of the September 6, 2022, Public Safety Committee Meeting Minutes.**  
Motion by Morache, Second by Wilhelm to approve the minutes. Motion carried on a voice vote, unanimously.
- 5. Policy Issues Discussion and Potential Committee Determination: None**
- 6. Operational Functions Required by Statute, Ordinance, Resolution, or Policy:**
  - A. Resolution requesting the State of Wisconsin to review and revise the Entry-Level Compensation Rate for Assistant District Attorneys  
ADA Kyle Mayo presented information to support this resolution. Discussion was had, questions were asked and answered. Motion by Stacey Morache, Second by Sondelski to support the resolution. Motion Carried on voice vote unanimously.
  - B. Marathon Mitigation Plan Resolution ([Full Draft Marathon Mitigation Plan](#))  
Discussion was had questions were asked and answered. Motion by Wilhelm second by Maszk, to move this resolution to the county board. Motion carried on voice vote unanimously.
  - C. Proposed Revisions to Chapter 6 of the Marathon County Code of Ordinances  
Discussion was had, questions were asked and answered. Motion by Maszk, Second by Morache, to move this resolution to the county board. Motion carried on voice vote unanimously.
  - D. Rate Approval for Juvenile Facility  
Chief Deputy Chad Billeb, along with Lt. Kerry Palowski presented an ask to the committee to assess fees for the secure detention center. Discussion was had, questions were asked and answered. Motion by Morache, Second by Wilhelm to approve the ask of the \$250 contract rate and the \$500 non-contract rate.
- 7. Educational Presentations and Committee Discussion:**
  - A. Lifesaving Medal Award  
Sheriff Scott Parks presented the Lifesaving Medal Award to Deputy Nick Marcell.
- 8. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**

A. Committee members are asked to bring ideas for future discussion.

B. Next meeting: November 8, 2022, at 1:30pm

**9. Adjournment**

Motioned by Morache , Second by Wilhelm to adjourn. Motion carried on voice vote, unanimously.

Meeting adjourned at 2:07pm

Minutes prepared by David Holcomb

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