

OFFICIAL NOTICE AND AGENDA
of a meeting of the County Board, Committee,
Agency, Corporation or a sub-unit thereof.



MARATHON COUNTY, WISCONSIN

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 **Thursday, August 13, 2020.**

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: 962 376 748

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

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. Education Presentations/Reports:
 - a) Standing Committee Chairpersons or Designees
 - b) ~~Community Partner's Campus Presentation~~
 - c) Progress Update by the Chair of the County Board Size Task Force

Signed: _____ /s/ Kurt Gibbs _____ Presiding
Officer or His Designee

FAXED TO DAILY HERALD

THIS NOTICE POSTED AT THE COURTHOUSE

Date _____ Time _____ AM/PM

Date _____ Time _____ AM/PM

By _____

By _____

9. Review and discussion of Tuesday meeting agenda items:
 - a) Appointment:
 1. Diversity Affairs Commission
 - b) Ordinances:
 1. Environmental Resources Committee:
 - A. Town of McMillan Rezone, Tim Vreeland on behalf of Jon Hardinger #O-18-20
 - B. Town of Frankfort Rezone, Tim Vreeland on behalf of John and Jessica Lindberg #O-19-20
 - C. Town of Frankfort Rezone, Freedom Riders Snowmobile Club on behalf of Delores Telschow #O-20-20
 - D. Town of Knowlton Rezone, David and Laretta Kallstrom #O-21-20
 - c) Resolutions:
 1. Human Resources, Finance, and Property Committee:
 - A. Resolution Providing For the Sale of Not to Exceed \$17,845,000 General Obligation Health Care Project Building Bonds, Series 2020B #R-49-20
 - B. Create (1) 1.0 FTE Administrative Position Supporting Both Conservation Planning & Zoning Dept .80FTE and Health Dept .20FTE #R-50-20
 - C. Create (2) 1.0 FTE Social Service Specialist Positions For the Department of Social Services #R-51-20
 - ~~D. Approve 2020 Budget Transfers for Marathon County Department Appropriations #R-52-20~~
 - E. Authorizing the Creation of a Pool or Fund to Collect Routes to Recovery Allocations from Other Units of Government Within Marathon County for the Purpose of Funding an Eligible Broadband Project and/or Purchases of Other Eligible Goods and Services #R-52-20
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 one business day before the meeting.

APPOINTMENT
Diversity Affairs Commission

I, Lance Leonhard, Marathon County Administrator, do hereby upon approval of the Board of Supervisors, appoint the following to the Diversity Affairs Commission, for a two year terms to expire at the April Organizational County Board meeting in 2022:

Idowu O. Odedosu, 2063 Sundial Avenue, Kronenwetter

Mileage/expense reimbursement is allowed for meeting attendance, paid upon request. Per diem will be paid to citizen members of the Commission.

Dated this 18th day of August, 2020.

Lance Leonhard
Marathon County Administrator

STATE OF WISCONSIN)
)SS.
COUNTY OF MARATHON)

I, Kim Trueblood, County Clerk in and for Marathon County, Wisconsin, hereby certify that the above appointment was confirmed by the Marathon County Board of Supervisors at their Adjourned Organizational meeting which was held August 18, 2020.

S E A L

Kim Trueblood
Marathon County Clerk

Idowu Odedosu Bio:

I recently moved to central Wisconsin from New York City for professional and personal reasons a few months ago. I am extremely interested in fostering my civic engagement duties by becoming more active in local initiatives. Through my research, I came across the Diversity Affairs Commission. As a Nigerian-American woman, I am extremely passionate about diversity, inclusion, and equity initiatives and increasing opportunities for underserved populations in the community I reside in. Professionally, I have over 15 years' experience in community and economic development initiatives serving marginalized communities. Through the Diversity Affairs Commission, I look forward to building strong relationships with thought leaders and successful managers from various sectors in Marathon County. My background working with vulnerable populations also aligns with the mission and purpose of three additional committees – (1) the Extension, Education and Economic Development Committee, (2) the Health and Human Services Committee, and (3) the Social Services Board.

Thank you!

Idowu O. Odedosu

E-mail: idowu.odedosu@gmail.com Cell: +1 917-716-1005

2063 Sundial Avenue Kronenwetter, WI 54455

SKILLS SUMMARY

Senior-level public housing and community development professional with over 10 years of experience in:

- Administering over \$10 million in city, federal, and private contracts with various partners
 - Developing and implementing strategies, policies, and investments affecting public housing communities
 - Organizing and implementing various social service programs that serve low-income populations
 - Managing program budgets and ensuring goals are achieved
 - Supervising and providing thought leadership to a 20+ team
 - Cultivating collaborative relationships with community partners and leading civic engagement efforts
 - Data analysis and program evaluation including preparing reports and analyzing key performance metrics
 - High proficiency with Microsoft Outlook, Word, Excel, and PowerPoint for data analysis and presentations
-

EDUCATION AND HONORS

- Columbia University, School of International and Public Affairs (SIPA)** New York, NY
Master of Public Administration May 2016
- *Branta Picker Fellow*
- Cornell University, Charles H. Dyson School of Applied Economics and Management** Ithaca, NY
Bachelor of Science in Applied Economics and Management, Concentration in Business May 2005
- *Cornell Tradition Fellow, Dean's List, Bill and Melinda Gates Foundation Scholar*
- City University of London, Cass Business School** London, England
Study Abroad Program and Internship Jan. 2004 – May 2004
- *Benjamin A. Gilman International Scholar sponsored by the U.S. Department of State*
-

PROFESSIONAL EXPERIENCE

- Stevens Point Housing Authority (SPHA)** Stevens Point, WI
Executive Director Jan. 2020 to Present
- Lead and manage an agency with an annual budget of \$8 million and a portfolio that includes 247 low- and moderate-income public housing units
 - Manage and supervise 8 experienced long-serving staff and report to a five-member Board of Commissioners
 - Design, implement, and administer all agency functions to meet or exceed Public Housing Assessment Subsystem (PHAS) goals
 - Prepare and present annual budgets and other supplemental budgets for Board approval
 - Implement the long-term and short-term operational priorities of the agency
 - Represent the agency and maintain liaison with regulatory agencies, local officials, and community-based organizations
- New York City Housing Authority (NYCHA) - Resident Economic Empowerment & Sustainability (REES)** New York, NY
- Assistant Director, Financial Capability & Resident Business Development* Dec. 2016 to Dec. 2019
- Assistant Director, Asset Building & Financial Literacy* June 2016 to Dec. 2016
- Project Manager* Dec. 2013 to Dec. 2015
- Senior Associate, Financial Literacy & Asset Building* Dec. 2011 – Dec. 2013
- Administered over \$5 million in contracts annually of city and public resources to address identified social service needs in NYC public housing communities
 - Managed the financial capability, homeownership, and small business portfolio for NYCHA's public-private partnership model called REES to measurably improve income and assets for over 5,000 public housing residents

New York City Housing Authority (NYCHA) Continued

New York, NY

- Supervised 21 staff members to effectively meet department goals and economic self-sufficiency outcomes for residents
- Oversaw strategic partnerships with over 25 community-based partners and local government agencies such as the Urban Upbound Federal Credit Union, NYC's Office of Financial Empowerment, and the Department of Small Business Services
- Spearheaded NYCHA's alternative workforce development and business accelerator programs (Food Business Pathways and Childcare Business Pathways) funded by a \$1.4 million investment from Citi Community Development to launch the businesses of over 400 NYCHA entrepreneurs, along with a suite of economic self-sufficiency services
- Developed a citywide strategy for tax season by expanding NYCHA's Virtual Volunteer Income Tax Assistance (VITA) program from 2 sites to over 25 sites in which over 6,000 NYCHA residents received over \$4 million in tax credits

First Access, Inc.

Dar es Salaam, Tanzania and New York, NY

Graduate School Consultant

Sep. 2015 to Jan. 2016

- Part of a 5-person consultant team that researched and created a database of over 150 technical assistance (TA) funds and microfinance investment vehicles (MIVs) that support credit analytics, credit scoring, alternative data, and loan decision-making software to microfinance banks in sub-Saharan Africa
- Traveled to Tanzania to meet with 4 First Access clients and partners to present recommendations on the funding procedure to effectively secure TA funding from investors

The Financial Clinic (TFC)

New York, NY

Financial Coach and Program Manager (contract position)

Mar. 2010 to Oct. 2011

- Co-directed TFC's Financial Aid University (FAU) initiative funded by Citi Foundation and designed to address and remedy inequality in college access among low-income and working poor populations
- Assisted over 600 disadvantaged students to complete the Free Application for Federal Student Aid (FAFSA)
- Expanded the FAU pilot from serving 3 local high schools to serving 18 within 1 year through over 75 separate events
- Recruited and supervised over 75 volunteers to work with over 450 customers on financial education
- Provided 1-on-1 financial coaching services to over 50 low- and moderate-income customers to introduce them to a range of financial development services that helped them learn skills in building assets, improving banking, repairing or establishing credit, managing debt, and tax planning

Local Initiatives Support Corporation (LISC), Education Facilities Financing Center (EFFC)

New York, NY

Analyst

Jan. 2009 to Feb. 2010

- Tracked over \$100 million in EEFC funds including grants, interest income, and recoverable grants
- Monitored over \$50 million in individual charter school loans and prepared reports for LISC's lending department
- Assisted in underwriting individual charter school loans, including new markets tax credit transactions financed through LISC administered local funds
- Provided support in structuring and modeling of loan and credit enhancement pools for educational facilities funds

CWCapital, LLC

New York, NY

Commercial Real Estate Underwriting Analyst

May 2007 to Oct. 2008

- Assisted senior underwriting team by closing of over \$20 million in mortgage loan transactions
- Analyzed financials including debt ratios, loan-to-value ratios, appraisal reports, tax returns, credit reports, and other financial information for over 10 multifamily and commercial properties
- Prepared over 10 loan committee memos and presentations

Deutsche Bank

New York, NY

Analyst

Sep. 2005 to Apr. 2007

- Managed the daily oversight of over \$2.3 billion outstanding Asset Backed Commercial Paper conduits
- Provided rotational support to three revenue-generating departments within Global Transaction Banking: (1) Cash Management and Corporate Sales, (2) Structured Finance/Trust and Securities Services and (3) Trade Finance
- Created asset-backed securities market segmentation book of collateral types, competitors, and bond issuers

LEADERSHIP AND INTERESTS

- Cornell University's Dyson School, Undergraduate Program Advisory Council and Diversity Alumni Ambassador
- High Water Women Foundation, Financial Literacy Volunteer
- Financial literacy, diversity and inclusion, travel, volunteering, community development, bike riding, and fitness

ORDINANCE # O -18-20

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 Jon Hardinger to amend the Marathon County Zoning Ordinance to rezone lands from F-P Farmland Preservation to R-R Rural Residential described as part of the SW ¼ of the SE ¼ of Section 29, Township 26 North, Range 03 East, Town of McMillan. Proposed area to be rezoned (2.49 acres) is described as part of Lot 1 (3.484 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcels PIN# 056-2603-294-0997 and 056-2603-294-0996.

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 August 4, 2020 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, 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 4th day of August, 2020

ENVIRONMENTAL RESOURCES COMMITTEE

/s/ Jacob Langenhahn, Chair /s/ Randy Fifrlick /s/ Rick Seefeldt

/s/ Allen Drabek /s/ Sara Guild /s/ Bill Conway

/s/ Eric Vogel /s/ David Oberbeck /s/ Arnold Schlei

Dated this 18th day of August, 2020

Kurt Gibbs – Marathon County Board Chair

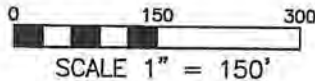
CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____

PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4
OF SECTION 29, TOWNSHIP 26 NORTH, RANGE 3 EAST,
TOWN OF MCMILLAN, MARATHON COUNTY, WISCONSIN.

VREELAND ASSOCIATES, INC. 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 tim@vreelandassociates.us
PREPARED FOR: RITA BLENKER
FILE #: 20-0212 BLENKER
DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 2 SHEETS



LEGEND

- ⊙ = GOVERNMENT CORNER LOCATION PER COUNTY SURVEY RECORDS
- = 1.315" OUTSIDE DIAMETER x 24" IRON PIPE 1.68 POUNDS PER FOOT SET
- = 1.315" OUTSIDE DIAMETER IRON PIPE FOUND IN PLACE
- < > = PREVIOUSLY RECORDED AS CSM = CERTIFIED SURVEY MAP



BEARINGS REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST 1/4 BEARING N 89°37'18" W ALONG WISCONSIN COUNTY COORDINATE SYSTEM (MARATHON) NAD83 (2011)

THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP, AND THE SALE OR TRANSFER OF PROPERTY REQUIRES A RECORDED DEED EXCEPTING PUBLIC DEDICATION.

OWNER:
JON HARTINGER



CERTIFIED SURVEY MAP
MARATHON COUNTY NO. _____

PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 29, 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 RITA BLENKER, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE SOUTHWEST
1/4 OF THE SOUTHEAST 1/4 OF SECTION 29, TOWNSHIP 26 NORTH, RANGE 3 EAST, TOWN OF
MCMILLAN, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 29; THENCE N 89°37'18" W
ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 1316.50 FEET TO THE SOUTHEAST CORNER OF
THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4; THENCE N 0°06'19" W 33.00 FEET TO THE NORTH
LINE OF MANN STREET AND TO THE POINT OF BEGINNING; THENCE N 89°37'19" W ALONG THE
NORTH LINE OF MANN STREET 430.00 FEET; THENCE N 0°06'18" W 353.00 FEET; THENCE
S 89°37'18" E 430.00 FEET TO THE WEST LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER
4538; THENCE S 0°06'19" E ALONG THE WEST LINE OF SAID LOT 1 353.00 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 4TH DAY OF JUNE, 2020
SURVEY PERFORMED JUNE 3RD, 2020

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

DATE: _____

TOWN OF _____

STATE OF WISCONSIN)
MARATHON COUNTY)
TOWN OF MCMILLAN)

RESOLUTION ON ZONING ORDINANCE AMENDMENT

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Patti Rahn, 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 13 day of July, 2020.

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 13 day of July, 2020, petition by Tim Vreeland on behalf of Jon Hardinger described as part of the SW ¼ of the SE ¼ of Section 29, Township 26 North, Range 03 East, Town of McMillan. Proposed area to be rezoned (2.49 acres) is described as part of Lot 1 (3.484 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcels PIN# 056-2603-294-0997 and 056-2603-294-0996.

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: N/A
- 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: N/A
- 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 McMillan 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 Latti Luha
 Town Board Debra Despres, Gary J. Tracy, [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 July 27, 2020 to:

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

ORDINANCE # O -19-20

Town of Frankfort 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 John and Jessica Lindberg to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential described as part of the S ½ of the fractional NW ¼ of Section 18, Township 28 North, Range 03 East, Town of Frankfort. Area proposed to be rezoned is described as Lot 1 (3.751 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcel PIN# 026-2803-182-0994.

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 August 4, 2020 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 Frankfort hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, 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 4th day of August, 2020

ENVIRONMENTAL RESOURCES COMMITTEE

/s/ Jacob Langenhahn, Chair /s/ Randy Fifrick /s/ Rick Seefeldt

/s/ Allen Drabek /s/ Sara Guild /s/ Bill Conway

/s/ Eric Vogel /s/ David Oberbeck /s/ Arnold Schlei

Dated this 18th day of August, 2020

Kurt Gibbs – Marathon County Board Chair

CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____

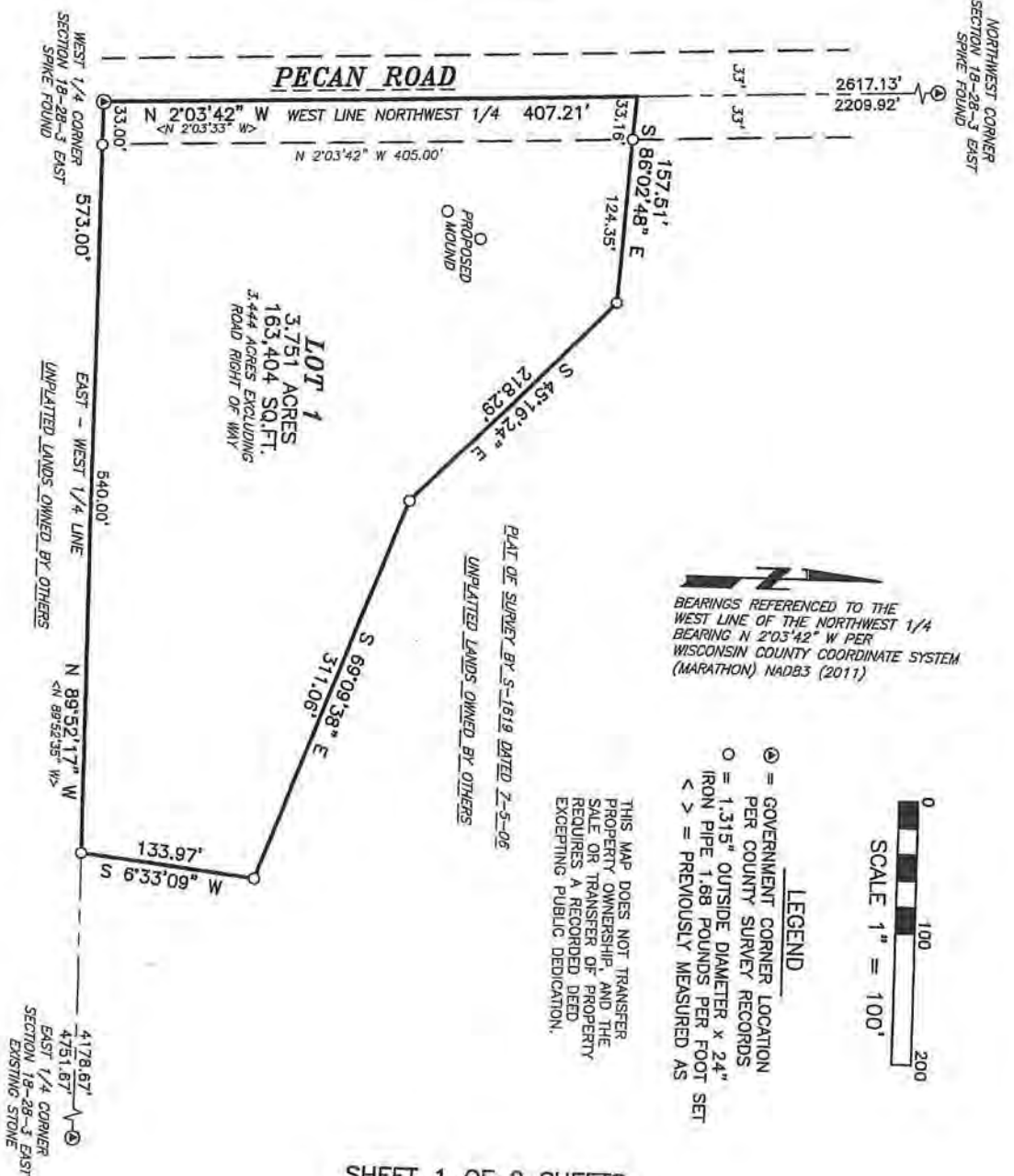
PART OF THE SOUTH 1/2 OF THE FRACTIONAL NORTHWEST
 1/4 OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 3 EAST,
 TOWN OF FRANKFORT, MARATHON COUNTY, WISCONSIN.

VREELAND ASSOCIATES, INC.
 6103 DAWN STREET WESTON, WI. 54476
 PH (715) 241-0947 tim@vreelandassociates.us

OWNER: **JESSICA LINDBERG**

FILE #: 20-0228 LINDBERG

DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND



CERTIFIED SURVEY MAP
MARATHON COUNTY NO. _____

PART OF THE SOUTH 1/2 OF THE FRACTIONAL NORTHWEST
1/4 OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 3 EAST,
TOWN OF FRANKFORT, 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 JESSICA LINDBERG, I SURVEYED, MAPPED AND DIVIDED THAT PART OF THE SOUTH 1/2 OF THE FRACTIONAL NORTHWEST 1/4 OF SECTION 18, TOWNSHIP 25 NORTH, RANGE 3 EAST, TOWN OF FRANKFORT, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE WEST 1/4 CORNER OF SAID SECTION 18; THENCE N 2°03'42" W ALONG THE WEST LINE OF THE NORTHWEST 1/4 407.21 FEET; THENCE S 86°02'48" E 157.51 FEET; THENCE S 45°16'24" E 218.29 FEET; THENCE S 69°09'38" E 311.06 FEET; THENCE S 6°33'09" W 133.97 FEET TO THE EAST - WEST 1/4 LINE; THENCE N 89°52'17" W ALONG THE EAST - WEST 1/4 LINE 573.00 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 FRANKFORT, ALL TO THE BEST OF MY KNOWLEDGE AND BELIEF IN SURVEYING, DIVIDING AND MAPPING THE SAME.

DATED THIS 8TH DAY OF JUNE, 2020
SURVEY PERFORMED JUNE 6TH, 2020

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. _____

STATE OF WISCONSIN)
MARATHON COUNTY)
TOWN OF FRANKFORT)

RESOLUTION ON ZONING ORDINANCE AMENDMENT

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Kelly Wussow, Clerk of the Town of Frankfort, 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 Frankfort Town Board at a meeting held on the 13 day of July, 2020.

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 Frankfort Town Board considered on the 13 day of July, 2020, petition by Tim Vreeland on behalf of John and Jessica Lindberg to amend the Marathon County Zoning Ordinance to rezone lands from G-A General Agriculture to R-R Rural Residential described as part of the S 1/2 of the fractional NW 1/4 of Section 18, Township 28 North, Range 03 East, Town of Frankfort. Area proposed to be rezoned is described as Lot 1 (3.751 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcel PIN# 026-2803-182-0994.

The Town of Frankfort 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: _____

RECEIVED

JUL 24 2020

MARATHON CO. CONSERVATION,
PLANNING & ZONING DEPT

(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: _____

The Town of Frankfort 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 _____
 Town Board _____

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 July 27, 2020 to:

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

ORDINANCE # O -20-20

Town of Frankfort 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 of Frankfort Freedom Riders Snowmobile Club (Rob Weis) on behalf of Delores Telschow to amend the Marathon County Zoning Ordinance to rezone lands from R-E Rural Estate to CV/RC Conservancy Recreation described as the SE ¼ of the SE ¼ and the NE ¼ of the SE ¼ of Section 15, Township 28 North, Range 03 East, Town of Frankfort. The area proposed to be rezoned is described as Lot 2 (2.007 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcel PIN# 026-2803-154-0993.

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 August 4, 2020 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 Frankfort hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, 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 4th day of August, 2020

ENVIRONMENTAL RESOURCES COMMITTEE

/s/ Jacob Langenhahn, Chair /s/ Randy Fifrick /s/ Rick Seefeldt

/s/ Allen Drabek /s/ Sara Guild /s/ Bill Conway

/s/ Eric Vogel /s/ David Oberbeck /s/ Arnold Schlei

Dated this 18th day of August, 2020

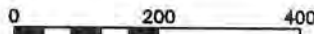
Kurt Gibbs – Marathon County Board Chair

CERTIFIED SURVEY MAP

MARATHON COUNTY NO. _____

ALL OF LOT 1 OF CSM 15809-72-80, LOCATED IN THE SE1/4 SE1/4 AND NE1/4 SE1/4 OF SECTION 15, TOWNSHIP 28 NORTH, RANGE 3 EAST, TOWN OF FRANKFORT, MARATHON COUNTY, WISCONSIN.

VREELAND ASSOCIATES, INC.	
6103 DAWN STREET WESTON, WI. 54476	
PH (715) 241-0947	tim@vreelandassociates.us
OWNER:	DELORES TELSCHOW
FILE #:	T-126 TELSCHOW
DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND	



SCALE 1" = 200'

LEGEND

- ⊙ = GOVERNMENT CORNER LOCATION PER COUNTY SURVEY RECORDS
- = 1.315" OUTSIDE DIAMETER x 24" IRON PIPE 1.68 POUNDS PER FOOT SET
- = 1.315" OUTSIDE DIAMETER IRON PIPE FOUND IN PLACE
- CSM = CERTIFIED SURVEY MAP

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

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

NOTE: PINENUT ROAD R/W WIDTH COULD NOT BE DETERMINED FROM PUBLIC RECORDS. WIDTH ESTABLISHED AT 66' PURSUANT TO PROVISIONS OF SEC. 82.18, WISCONSIN STATUTES, WHICH IS CONSISTENT WITH R/W FENCES AND RECORDED SURVEYS.

▲ ▲ = APPROXIMATE LOCATION OF WETLANDS PER DNR INVENTORY MAPPING. DELINEATION WOULD BE NEEDED TO VERIFY THE LOCATION.

THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP, AND THE SALE OR TRANSFER OF PROPERTY REQUIRES A RECORDED DEED EXCEPTING PUBLIC DEDICATION.

SURVEYORS CERTIFICATE

I, TIMOTHY G. VREELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF ROB WEIS, I SURVEYED, MAPPED AND DIVIDED ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 15809, RECORDED IN VOLUME 72 OF SURVEYS ON PAGE 80, LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 15, TOWNSHIP 28 NORTH, RANGE 3 EAST, TOWN OF FRANKFORT, MARATHON COUNTY, WISCONSIN. 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 SURVEY MAP THEREOF MADE.

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


TIMOTHY G. VREELAND P.L.S. 2291
DATED THIS 12TH DAY OF MAY, 2020
SURVEY PERFORMED MAY 11TH, 2020



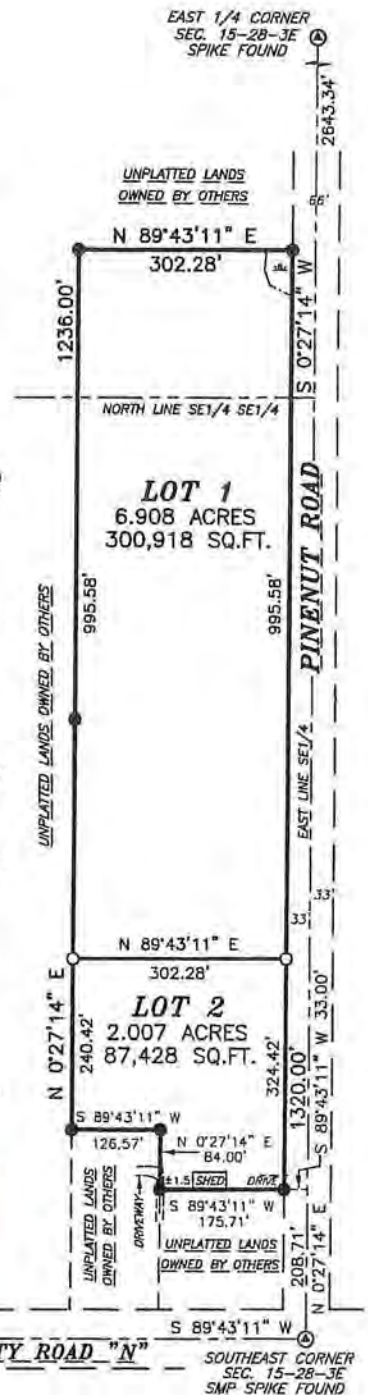
SOUTH 1/4 CORNER SEC. 15-28-3E SMP SPIKE FOUND ⊙ 2612.21'

SOUTH LINE SE1/4

COUNTY ROAD "N"

SOUTHEAST CORNER SEC. 15-28-3E SMP SPIKE FOUND ⊙

BEARINGS REFERENCED TO THE EAST LINE OF THE SE1/4 RECORDED TO BEAR N 0°27'14" E PER CSM 15809-72-80



STATE OF WISCONSIN)
MARATHON COUNTY)
TOWN OF FRANKFORT)

RESOLUTION ON ZONING ORDINANCE AMENDMENT

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Kelly Wussow, Clerk of the Town of Frankfort, 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 Frankfort Town Board at a meeting held on the 13 day of July, 2020.

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 Frankfort Town Board considered on the 13 day of July, 2020, petition by of Frankfort Freedom Riders Snowmobile Club (Rob Weis) on behalf of Delores Telschow described as part of SE ¼ of the SE ¼ and the NE ¼ of the SE ¼ of Section 15, Township 28 North, Range 03 East, Town of Frankfort. The area proposed to be rezoned is described as Lot 2 (2.007 acres) on the Preliminary Certified Survey Map (CSM) submitted as a part of the rezone petition. Part of parent parcel PIN# 026-2803-154-0993.

The Town of Frankfort 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: _____

RECEIVED

JUL 20 2020

MARATHON CO. CONSERVATION,
PLANNING & ZONING DEPT

(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: _____

The Town of Frankfort 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 *Kelly...*
 Town Board *[Signature]*
[Signature]
Gary Wason

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 July 27, 2020 to:

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

ORDINANCE # O -21-20

Town of Knowlton 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 David and Lauretta Kallstrom to amend the Marathon County Zoning Ordinance to rezone lands from L-D-R Low Density Residential to R-E Rural Estate located in Government Lot 2 of Section 32, Township 26 North, Range 07 East, Town of Knowlton described as Lot 1 (10.116 acres) of Certified Survey Map (CSM): DOC #1670752. Parcel PIN# 048-2607-325-0951.

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 August 4, 2020 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 Knowlton hereby recommends the petition be GRANTED AS APPLIED FOR

NOW, THEREFORE, 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 4th day of August, 2020

ENVIRONMENTAL RESOURCES COMMITTEE

/s/ Jacob Langenhahn, Chair /s/ Randy Fifrick /s/ Rick Seefeldt

/s/ Allen Drabek /s/ Sara Guild /s/ Bill Conway

/s/ Eric Vogel /s/ David Oberbeck /s/ Arnold Schlei

Dated this 18th day of August, 2020

Kurt Gibbs – Marathon County Board Chair



DOC# 1670752

David and Laurretta Kallstrom
 Rezoning Request 06/08/2020

Michael J. Sydow

30.00 chg VREE
 3.00 copy

16816

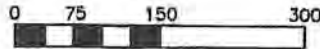
CERTIFIED SURVEY MAP

MARATHON COUNTY NO. 16814 VOL. 79 PAGE 17

PART OF LOT 1 OF CSM 11128-46-180, ALL OF LOTS 1, 2, 3 & 4 OF CSM 15299-69-41 AND VACATED LINDSEY LANE, LOCATED IN GOVERNMENT LOT 2, SECTION 32, T 26 N, R 7 E, TOWN OF KNOWLTON, MARATHON COUNTY, WISCONSIN.

VREELAND ASSOCIATES, INC. 6103 DAWN STREET WESTON, WI. 54476 PH (715) 241-0947 OR TOLL FREE (866) 693-3979 FAX (715) 241-9826 vreeland@dwave.net	PREPARED FOR: JIM LINDSEY W 14089221 BOXHORN DRIVE MUSKEGO, WI 53150
FILE #: KR-137 KRELAU CSM	DRAFTED AND DRAWN BY: TIMOTHY G. VREELAND

SHEET 1 OF 2 SHEETS



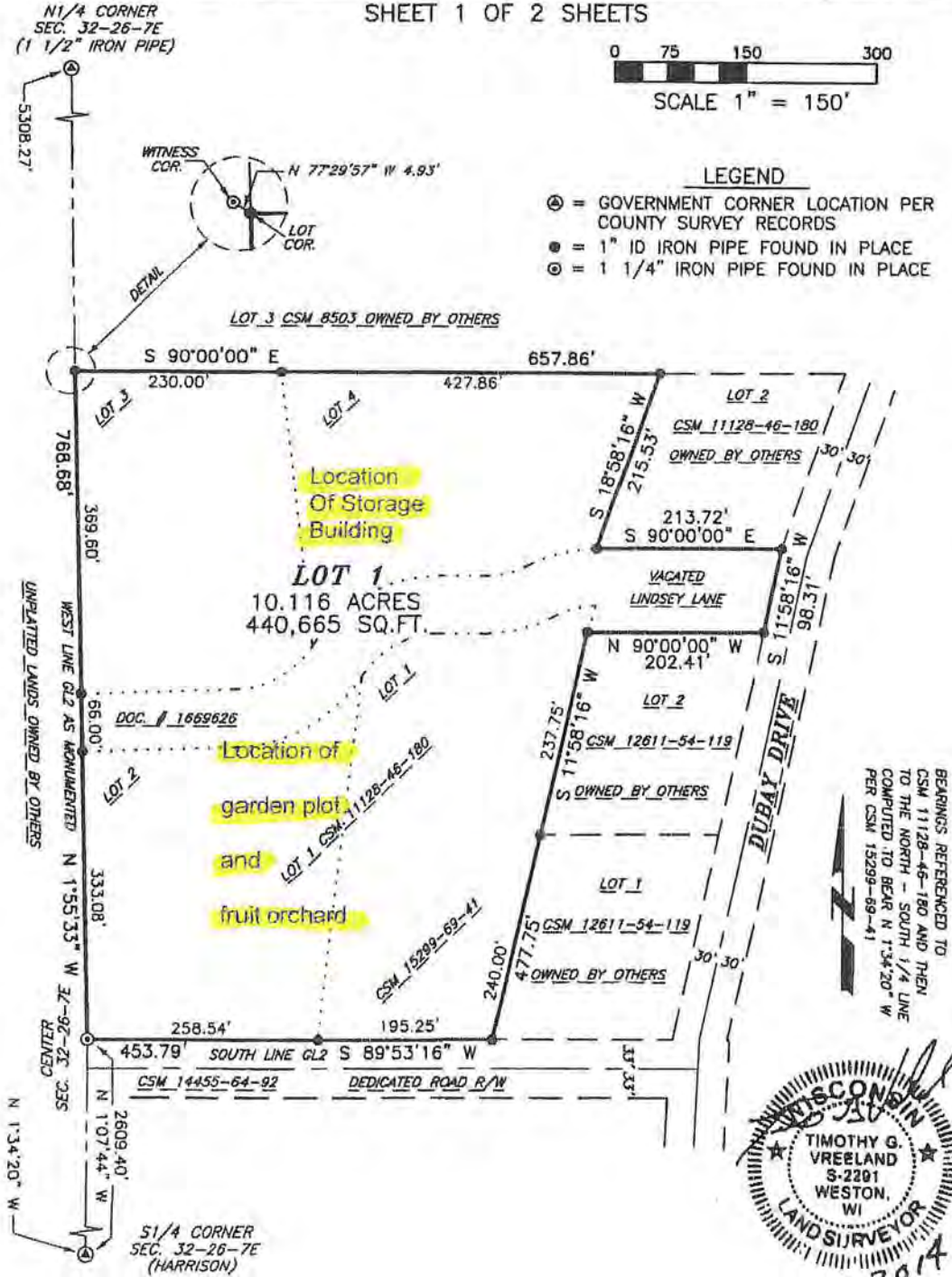
SCALE 1" = 150'

LEGEND

- ⊙ = GOVERNMENT CORNER LOCATION PER COUNTY SURVEY RECORDS
- = 1" ID IRON PIPE FOUND IN PLACE
- ⊖ = 1 1/4" IRON PIPE FOUND IN PLACE

1197683
1518851

018.4.2607.325.0951



STATE OF WISCONSIN)
MARATHON COUNTY)
TOWN OF KNOWLTON)

RESOLUTION ON ZONING ORDINANCE AMENDMENT

TO THE MARATHON COUNTY ENVIRONMENTAL RESOURCES COMMITTEE

I, Alan Fochs, Clerk of the Town of Knowlton, 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 Knowlton Town Board at a meeting held on the 13th day of July, 2020.

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 Knowlton Town Board considered on the 13th day of July, 2020, petition by David and Lauretta Kallstrom to amend the Marathon County Zoning Ordinance to rezone lands from L-D-R Low Density Residential to R-E Rural Estate located in Government Lot 2 of Section 32, Township 26 North, Range 07 East, Town of Knowlton described as Lot 1 (10.116 acres) of Certified Survey Map (CSM): DOC #1670752. Parcel PIN# 048-2607-325-0951.

The Town of Knowlton 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: NA

- 2) **Has the applicant demonstrated how the provision of the public facilities will not be an unreasonable burden to local government?**
 No Yes Explain: NA

- 3) **Has the applicant determined that the land is suitable for the development proposed? Explain.**
 No Yes Explain: currently undeveloped

- 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: NA

- 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: would like to be able to build shed with a first building a home
- 7) Has the applicant demonstrated the availability of alternative locations? Be specific
 No Yes Explain: NA
- 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: NA
- 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 Knowlton recommends: **Approval** **Disapproval** of the amendment and/or zone change.

OR **Requests an Extension*** for the following reasons: _____

*Wis. Stats §59.69(5)(c), (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 July 27, 2020 to:

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

RESOLUTION NO. #R-49-20

RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED
\$17,845,000 GENERAL OBLIGATION HEALTH CARE
PROJECT BUILDING BONDS, SERIES 2020B

WHEREAS, on June 19, 2018, the County Board of Supervisors of Marathon County, Wisconsin (the "County") adopted an initial resolution (the "Initial Resolution"), by a vote of at least 3/4 of the members-elect, authorizing the issuance of general obligation bonds or promissory notes in the principal amount not to exceed \$67,000,000 for the public purpose of financing North Central Health Care ("NCHC") Master Facility Plan projects, including the design and construction of building additions, renovations and landscaping to the NCHC Center and Mount View Care Center campus;

WHEREAS, the County has previously issued general obligation promissory notes in the principal amount of \$7,775,000 for projects authorized by the Initial Resolution; and

WHEREAS, it has now been determined to issue general obligation bonds authorized by the Initial Resolution in an amount not to exceed \$17,845,000 for NCHC Master Facility Plan projects;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of the Bonds. The County shall issue general obligation bonds authorized by the Initial Resolution in an amount not to exceed \$17,845,000 for the purpose above specified, which bonds shall be designated "General Obligation Health Care Project Building Bonds, Series 2020B" (the "Bonds").

Section 2. Sale of Bonds. The County Board of Supervisors hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The County Clerk be and hereby is directed to cause notice of the sale of the Bonds to be disseminated at such times and in such manner as the County Clerk may determine and to cause copies of a complete, official Notice of Sale and other pertinent data to be forwarded to interested bidders as the County Clerk may determine.

Section 4. Official Statement. The County Clerk shall cause an Official Statement concerning this issue to be prepared by PFM Financial Advisors LLC. The appropriate County officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Section 5. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so

conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted and recorded August 18, 2020.

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____
_____	_____

Fiscal Impact:

Kurt Gibbs
Chairperson

Attest:

Kim Trueblood
County Clerk

3. **Notification of Media.** On the _____ day of _____, 20__ at approximately _____ o'clock __.m., I communicated or caused to be communicated, the time, date, place and subject matter (including specific reference to the borrowing) of said meeting to those news media who have filed a written request for such notice, and to the official newspaper of the _____, or, if none exists, to a news medium (County, City, etc.) likely to give notice in the area.

4. **Open Meeting Law Compliance.** Said meeting was a _____ meeting of the (regular, special, adjourned annual, etc.) _____ which was called, noticed, held and (County Board, Common Council, etc.) conducted in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and State statutes.

Attest: _____
Name:
Title:

Name:
Title:

(SEAL)

(Note: Questions regarding this form or open meeting law compliance generally should be directed to local counsel or Quarles & Brady LLP.)

Excerpts of Minutes of Meeting
of the
County Board of Supervisors of
Marathon County

A meeting of the County Board of Supervisors of Marathon County, Wisconsin, was duly called, noticed, held and conducted in the manner required by the County Board of Supervisors and the pertinent Wisconsin Statutes on August 18, 2020. The meeting was called to order at _____ p.m. The Chairperson and _____ other members were present. The following members were absent:

(Here occurred other matters.)

The following resolution was then moved by _____ and seconded by _____:

RESOLUTION NO. _____

RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED
\$17,845,000 GENERAL OBLIGATION HEALTH
CARE PROJECT BUILDING BONDS, SERIES 2020B

(A true copy of the resolution as adopted is attached hereto and incorporated herein by reference.)

Upon the vote being taken, the following voted

Aye:

Nay:

Abstaining:

and the resolution was declared adopted.

(Here occurred other matters.)

Upon motion made and seconded, the County Board of Supervisors adjourned.

Certification of Minutes Excerpt

I, Kim Trueblood, am the duly qualified and acting County Clerk of Marathon County, Wisconsin. I hereby certify that the foregoing is a true and correct excerpt of the official minutes of the County Board of Supervisors meeting of August 18, 2020.

I further certify that the attached is a true and correct copy of the resolution adopted by the County Board of Supervisors at such meeting.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity on August 18, 2020.

(SEAL)

Kim Trueblood
County Clerk



411 East Wisconsin Avenue
Suite 2350
Milwaukee, Wisconsin 53202-4426
414.277.5000
Fax 414.271.3552
www.quarles.com

Attorneys at Law in
Chicago
Indianapolis
Madison
Milwaukee
Minnesota
Naples
Phoenix
Scottsdale
Tampa
Tucson
Washington, D.C.

August 6, 2020

VIA EMAIL

Ms. Kristi Palmer
Finance Director
Marathon County
County Courthouse
500 Forest Street
Wausau, WI 54403-5568

Re: Marathon County - General Obligation Health Care Project Building
Bonds, Series 2020B

Dear Kristi:

Attached is a **Resolution** providing for the sale of the above Bonds. Please review the Resolution carefully. It is our understanding that this Resolution will be considered by the Finance Committee on August 11 and by the County Board of Supervisors on August 18.

Please include the title of this Resolution on the agenda for the meetings. Please then post the agenda in at least three public places and provide it to the official newspaper of the County (or if the County has no official newspaper, to a news medium likely to give notice in the area) and to any other requesting media at least twenty-four hours prior to the meetings (see Section 19.84(1)(b) Wisconsin Statutes). **If the meeting will be a virtual meeting, please be sure to include on the agenda and the notices the dial-in number or other information necessary for the public and the media to access and monitor the meeting.** The attached **Certificate of Compliance with Open Meeting Law** and **Excerpts of Minutes of Meeting** must be completed in connection with the meeting at which the Resolution is adopted.

A vote of a majority of a quorum of the County Board of Supervisors is necessary to adopt the Resolution.

Following the adoption of this Resolution, we request that you return an executed copy of the Resolution, as well as executed copies of the Open Meeting Law Certificate and Excerpts of Minutes, to us for our review. All of these originally signed documents will be included in the closing transcript. A copy of the Resolution should be incorporated into the minutes of the August 18, 2020 meeting.

Ms. Kristi Palmer
August 6, 2020
Page 2

If you have any questions regarding the Resolution or any other matter, please do not hesitate to call us at any time.

Very truly yours,
QUARLES & BRADY LLP

Brian G. Lanser/AB

Brian G. Lanser

BGL:SMN:adb
#630738.00023
Enclosures

cc: Mr. Scott Corbett (w/enc. via email)
Mr. Lance Leonhard (w/enc. via email)
Ms. Kristin A. Hanson (w/enc. via email)
Mr. Kevin Dowling (w/enc. via email)
Ms. Andrea Umentum (w/enc. via email)



Sale Memorandum

To: Brian Lanser, Quarles & Brady, LLP (414) 277-5775
brian.lanser@quarles.com

From: Kristin A. Hanson, PFM Financial Advisors LLC (414) 847-5586
hansonk@pfm.com

cc: Kristi Palmer, Marathon County (715) 261-1172
Kristi.Palmer@co.marathon.wi.us

Date: August 4, 2020

Re: Board of Supervisors – Marathon County
General Obligation Health Care Project Building Bonds, Series 2020B

pfm

115 South 84th Street
Suite 315
Milwaukee, WI 53132
414.771.2700

pfm.com

Below are some the specifications needed for you to draft the necessary legal documents for the above referenced issue for the upcoming sale of the County's general obligation bonds:

PURPOSE: To finance the finance the next phase of the North Central Health Care ("NCHC") Master Facility Plan projects.

AMOUNT: \$17,845,000

PRICE: Not less than 99% of par (\$17,666,550) and not more than 102% of par (\$18,201,900).

SALE: Tuesday, September 15, 2020. Bid opening at 10:00 A.M. CDT, offices of PFM Financial Advisors, LLC, 115 South 84th Street, Suite 315, Milwaukee, WI 53124. Electronic bids maybe submitted by PARITY.

AWARD DATE: Tuesday, September 15th, 2020 at 7:30 P.M. CST

SALE METHOD: Competitive Sale.

AWARD: Based on the TIC computed from the delivery date.

DATED/DELIVERY DATE: Wednesday, October 7th, 2020

PRINCIPAL PAYMENTS: Annually, February 1, 2023 through 2040.

INTEREST: On each February 1 and August 1, commencing February 1, 2021. Interest will be computed on a 360-day year, 30-day month basis, to the owners of record as of the close of business on the fifteenth of the immediately preceding month.



**PAYMENT
SCHEDULE:**

February 1, as follows: (2023 to 2040)

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2023	760,000	2032	995,000
2024	785,000	2033	1,025,000
2025	805,000	2034	1,055,000
2026	830,000	2035	1,090,000
2027	855,000	2036	1,120,000
2028	880,000	2037	1,155,000
2029	910,000	2038	1,190,000
2030	935,000	2039	1,225,000
2031	965,000	2040	1,265,000

DENOMINATION: \$5,000 or integral multiples thereof.

ADJUSTMENTS: The Board reserves the right to adjust the total par amount and individual maturities in multiples of \$5,000.

CALL FEATURE: The Bonds maturing on or after February 1, 2031, are subject to redemption prior to maturity at the option of the County on February 1, 2030 or on any date thereafter at a price of par plus accrued interest.

**NO TERM BOND
OPTION:** Proposals for the Bonds may not contain Term Bonds.

RATE: One rate per maturity expressed in integral multiples of 1/20 or 1/8 of 1%. No rate specified for any maturity may be lower than the interest rate specified for any earlier maturity. All Notes of the same maturity shall bear a single uniform rate from date of issue to maturity. Each bid must be for the entire principal amount of the Notes.

**QUALIFIED
TAX-EXEMPT
OBLIGATIONS:** The Notes will **NOT** be designated as "Qualified Tax-Exempt Obligations."

FORM: The Notes will be issued as book-entry securities.

PAYING AGENT: The Issuer

CUSIP NUMBERS: The County will assume no obligation for the assignment of CUSIP numbers on the Notes or for the correctness of any numbers printed thereon, but will permit such printing to be done at the expense of the purchaser, if the purchaser waives any extension of the time of delivery caused thereby.

INSURANCE: The Purchaser may purchase municipal insurance on this issue.

**GOOD FAITH
DEPOSIT:** 1% of the par amount of the Bonds. The successful bidder shall submit the Good Faith Deposit within two hours after verbal award is made.



**ESTABLISHMENT
OF ISSUE PRICE:**

In the event that the competitive sale requirements are not satisfied, the winning bidder will be required to hold the initial offering price to the public as of the sale date or using the first price at which 10% of each maturity of the Notes is sold to the public. (Subject to change prior to publishing the Notice of Sale)

**OFFICIAL
STATEMENT:**

The Official Statement will be prepared by PFM Financial Advisors LLC.

The Issuer will provide the successful bidder with a reasonable number of final Official Statements or a reasonably available electronic version of the same promptly after the sale date, but in no event later than seven (7) business days after such date.

ACTION:

Please provide the appropriate legal documents to the Issuer and PFM when they are available.

RESOLUTION #R-50-20

TO CREATE ONE (1) FULL-TIME ADMINISTRATIVE POSITION SUPPORTING BOTH CONSERVATION PLANNING & ZONING DEPT .80FTE AND HEALTH DEPT .20 FTE

WHEREAS, the creation of this position is compatible with the County’s mission statement as it will allow Conservation Planning and Zoning (CPZ) and the Marathon County Health Department (MCHD) to continue and expand their customer service capabilities to ensure timely responses to our customer needs while providing programs that help make Marathon County a preferred place to live, work, visit, and do business. In addition, this shared position request will serve as a “pilot” initiative and provide a model for other county departments to address customer needs; and

WHEREAS, the creation this position would directly assist both CPZ and MCHD as they continue to grow programs related to resource protection and disease prevention by providing additional administrative support to serve customers involved with these programs. CPZ and MCHD are jointly involved with respect to Marathon County Strategic Plan Objectives 6.3 (Protect and enhance the quantity and quality of potable groundwater and potable surface water supplies) and 12.3 (Promote cost-effective public services). CPZ and MSHD are also named individually as Departments contributing to the achievement of Objectives 3.3, 3.7, 5.2, 7.2, 10.8, 10.10, and 10.12; and

WHEREAS, this position will not require additional tax levy, and may reduce tax levy for staff, as it will be funded by:

- 1) converting a current CPZ Casual Administrative Assistant position (28 hours per week),
- 2) absorbing the MCHD (vacant).4 FTE allocated position (16 hours per week), and
- 3) abolishing a CPZ LTE Conservation Technician position

in order to create one full time (1 FTE) Administrative Assistant position (.8 FTE –CPZ; .2 FTE – MCHD).

WHEREAS, on June 30, 2020, the Environmental Resources Committee voted to recommend the creation of one full-time FTE Administrative Assistant to the Human Resources, Finance and Property Committee; and

WHEREAS, August 11, the Human Resources, Finance and Property Committee also voted to recommend the creation of one (1) fulltime Administrative Assistant, Pay Grade A12 to County Board.

NOW, THEREFORE, BE IT ORDAINED AND RESOLVED by the Board of Supervisors of the County of Marathon:

- A. To create one (1) full-time Administrative Assistant position providing .80 FTE to CPZ and .20 FTE to MCHD, Pay Grade A12, as soon as selection/recruitment can be completed.

Respectfully submitted this 18th day of August, 2020.

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

/s/ John Robinson, Chair

/s/ Alyson Leahy, Vice Chair

/s/ Jonathan Fisher

/s/ EJ Stark

/s/ Yee Leng Xiong

/s/ Craig McEwen

/s/ Kurt Gibbs

Fiscal Impact: No increase to tax levy. Funding will come from the Public Health Preparedness Grant, CPZ Conservation Grant funds and fees. Funds are already included in the budgets of the respective departments. No budget amendment is necessary.

**MARATHON COUNTY HEALTH DEPARTMENT AND MARATHON COUNTY
CONSERVATION, PLANNING, AND ZONING DEPARTMENT**

CONSOLIDATED SHARED POSITION PROPOSAL

June 8, 2020

In order to become more efficient and cost effective, while maintaining exceptional customer service, the Marathon County Health Department (MCHD) and Conservation, Planning and Zoning (CPZ) Department have explored the possibility of sharing an administrative support position. This proposal provides the opportunity to pilot a shared position between the two departments and potentially serve as a model for other county departments to join together to address county-wide staffing needs.

Key objective:

- Pilot a shared Administrative Support position between CPZ and MCHD to determine if efficiencies can be gained and sustained by combining two part-time positions into one full time position.

Proposal:

CPZ and MCHD propose to convert the current CPZ casual Administrative Assistant position (28 hours per week); the MCHD .4 FTE allocated position (16 hours per week) to one full time (1 FTE) Administrative Assistant position (.8 FTE –CPZ; .2 FTE – MCHD). The proposal includes the abolishment of a CPZ Casual Conservation Technician position in order to provide a portion of the non-tax levy funding for the new position. The purpose of this position is to continue to provide enhanced customer service to our citizens and administrative support for the CPZ and MCHD professional staff.

<u>Current</u>	<u>Future</u>	<u>Difference</u>
Health – 832 hours allocated	Health - 416 per year = 8 hours per week	Health - 8 hours per week instead of 16 hours per week
CPZ – 3,000 hours, casual (2 positions, 1500 hours cap)	CPZ - 1664 hours per year = 32 hours per week	CPZ -32 hours per week instead of an average 28 or fewer hours
Total – 3832 hours	Total - 2,080 hours, 1.0 FTE	Reduction: 1752 hours

Note: Hours allocated between departments may be adjusted as required by workload/season. Grant funded Casual CPZ Technician workload would be shifted to existing staff and new administrative support position.

Background:

- Currently MCHD has a .4 part-time permanent Administrative Assistant who retired at the end of May, 2020. CPZ has a 1500 hour per year casual Administrative Assistant and a 1500 hour per year casual CPZ Conservation Technician. The casual CPZ Conservation Technician position is currently vacant.

- There has been an increase in the administrative assistant type workload within CPZ due to private onsite wastewater treatment system (POWTS) program expansion. This workload includes: additional phone calls, permit processing, scanning, online form development, etc. (2020 POWTS permit applications submitted to CPZ through May 31st, 2020 = 130 compared to 82 at this time last year; 2020, CPZ has averaged 358 incoming phone calls per week to the 2 main department numbers. This position is responsible for answering 60% of these calls and screens inquiries, answers questions, and if needed, forwards to professional staff.
- There is an opportunity to shift the conservation workload of the Casual CPZ Conservation Technician to existing staff as well as shifting administrative type duties of this position to administrative support staff.
- Although the MCHD need for reception desk coverage has not changed, the increased use of technology and integration of self-service options has caused reduced occupancy within that position.

Efficiency and Productivity Benefits:

- Allowing an individual to complete necessary CPZ work while covering the MCHD reception desk will increase occupancy and efficiency, allowing 1 fulltime individual to complete more meaningful work than 3 part time people in the same number of hours.
- Improves continuation of operations for both CPZ and MCHD by allowing access to staff fulltime during normal business hours as opposed to gaps in part time service. It avoids employee reorientation after having been out of the office.
- Position can respond to both MCHD and CPZ phone calls regardless of where the person is sitting.
- Having this position available to provide customer support allows the higher paid technical and professional staff to focus on higher skill/priority work, saving money and reducing customer wait times.
- Reduces the need for other administrative support staff to work over 40 hours per week to complete tasks in a timely manner when part-time individual is not scheduled to work. This causes a potential “liability” to Marathon County as it relates to payment of overtime and /or accumulation of comp time.
- Combining seasonal and part time positions that currently have similar duties into 1 FTE will save management time (onboarding, training, appraisals, rounding, etc.)
- Casual and part-time staff typically have higher turnover, which equals loss of highly qualified, knowledgeable staff.

Additional Benefits

- Current arrangement continues to have departments operate in “silos”. This would be a new opportunity to “pilot” a new interdepartmental working arrangement, increasing our commitment to Core Values (specifically Shared Purpose and Stewardship of Resources).
- One shared position increases the shared knowledge base of interrelated programs/projects in each department that:
 - ✓ May identify areas of collaboration or further shared resources (i.e. POWTS and well testing program, etc.).

- ✓ Provides staffing for anticipated future administrative work related to groundwater and Strategic Plan Objective 6.3, Protect and enhance the quantity and quality of potable groundwater and potable surface water supplies.
- ✓ Provides an opportunity for interdepartmental idea/best practice sharing
- Reflects the seasonal nature of each department’s needs and workload.
 - ✓ CPZ needs more administrative support from April through November.
 - ✓ MCHD needs more administrative support from September through May.
- Serves as an example for future collaborative positions between other County departments.
- Position provides administrative support for programs that have been identified as Quartile 2 in Priority Based Budgeting.
- Helps Marathon County be a preferred employer by offering a desirable fulltime position to a dedicated casual employee with the core values and work ethic that Marathon County strives to maintain.

STAFFING COSTS AND FINANCIAL IMPACT

2020 Budget Amounts

Health .4 FTE, 832 hours/year	41%	Health tax levy	\$6,556
	59%	PHP (Health grant funds)	\$9,437
CPZ Casual, 1,500 hours/year	50%	Tax Levy	\$11,250
	50%	POWTS/Zoning permit fees	\$11,250
CPZ Casual Conservation Technician, 1500 hours /year	100%	Conservation Grants and fees	\$22,505
TOTAL			\$60,998

In 2019, CPZ submitted a 2020 CPZ Expanded Position request to convert the casual Administrative Assistant to a full time position at an estimated cost of \$56,000 (salary and fringes). The requested expanded position was initially approved by Administration and later was removed during the 2020 budget process.

The anticipated cost for a FTE Administrative Assistant with family health insurance coverage for 2021 is \$58,610. The anticipated cost for a FTE Administrative Assistant at \$15/ hour with no health or dental insurance is \$36,294. Since CPZ and MCHD anticipate that this position would be filled by the current CPZ casual Administrative Assistant, the anticipated cost would be \$36,294.

2021 Budget Amounts

Health (416 hours/year)	Health grant funds	\$7,259
CPZ (1664 hours/year)	Conservation grant funds	\$8,711
	Permit Revenue	\$20,324
Total		\$36,294

Note:

With any new “pilot” program, it is imperative that evaluation as to effectiveness is completed. MCHD and CPZ Management have discussed possible metrics to utilize for evaluation. These metrics may include: financial savings, efficiencies created, customer satisfaction, online/self-service advancements, etc. With the assistance of the Organizational Excellence Program Manager, these metrics would be clearly identified and measured should CPZ and MCHD receive approval to proceed with this proposal.

APPENDIX B
NEW OR EXPANDED POSITION REQUEST

I. **GENERAL INFORMATION**

Department: *Conservation, Planning and Zoning (CPZ) and Health Department (MCHD)* Date: *May 29, 2020*

Position Requested: *Administrative Assistant (Conversion of existing 2 CPZ casual positions and 1 Health Department allocated .4 FTE to fulltime)*

FT PT FTE 100%

Number of Positions: *1*

Division Position Will Be Assigned To: *N/A*

Projected Start Date of Position: *1-1-2021 (OR August, 2020 if approved)* Priority Number of This Position: *1*

II. **FULL EXPLANATION OF NEED FOR POSITION**

A. Is this position request compatible with the County's mission statement?

This position is compatible with the County's mission statement as it will allow CPZ and MCHD to continue and expand its customer service capabilities to ensure timely responses to our customer needs while providing programs that help make Marathon County a preferred place to live, work, visit, and do business. In addition, this shared position request will serve as a "pilot" initiative to serve as a model for other county departments to address customer needs.

B. What is your department's mission statement and how does position support this mission and/or department strategic plan?

CPZ's mission is to: Protect our community's land and environment, because we believe that the economic strength and vitality of our community is dependent on the quality of our resources. Through leadership, accountability, community engagement and collaborative partnerships, we promote thoughtful and deliberate use of resources and innovative solutions so that Marathon County has healthy people, a healthy economy and a healthy environment today and tomorrow.

MCHD's mission is to advance a healthy Marathon County community by preventing disease, promoting health and protecting the public from environmental hazards.

This position request will support both CPZ and MCHD as the departments continue to grow resource protection and disease prevention programs by providing additional administrative support to serve customers involved with these programs. CPZ and MCHD are heavily involved with numerous Strategic Plan Objectives (Objectives 3.3, 3.7, 5.2, 6.3, 7.2, 10.8, 10.10, 10.12 and 12.3) and are the lead departments for Objectives 3.7, 5.2, 6.3 and 7.2. The professional staff implementing programs that address these objectives need administrative support to ensure enhanced service and success with obtaining outcomes.

C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.

This request is to convert the current CPZ casual Administrative Assistant position (28 hours per week); the MCHD .4 FTE allocated position (16 hours per week) to one full time (1 FTE) Administrative Assistant position (.8 FTE –CPZ; .2 FTE – MCHD). This conversion will also include abolishing the CPZ LTE Conservation Technician position to provide a portion of the funding for the new position. The purpose of this position is to continue to provide enhanced customer service to our citizens and administrative support for the CPZ and MCHD professional staff.

Additional document will be submitted that provides supporting data related to the workload data and trends for this position request.

- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?

Benefit of the position:

A shared consolidated fulltime Administrative Assistant position will provide efficiencies and productivity benefits for both departments. The benefits include:

Increase in occupancy and efficiency by allowing an individual to complete necessary CPZ work while covering the MCHD reception desk or vice versa. This allows 1 fulltime individual to complete more meaningful work than 3 part time people working the same number of hours.

Position can respond to both MCHD and CPZ calls regardless of where the person is sitting.

Improves continuation of operations for both CPZ and MCHD by allowing access to staff fulltime during normal business hours as opposed to gaps in part time service. It avoids reoccurring employee reorientation after having been out of the office.

Having this position available to provide customer support allows the higher paid technical and professional staff to focus on higher skill/priority work, saving money and reducing customer wait times. In addition, this request creates a dedicated staff person available to assist customers with wading through the complex and diverse programs and providing personal customer contact in order to better understand the customers' needs.

Provides for office coverage when Administrative Coordinators are attending the numerous committee and board meetings which CPZ support (Environmental Resource Committee, Board of Adjustment, Metropolitan Planning Organization, Solid Waste Management Board, etc.)

Reduces the need for other administrative support staff to work over 40 hours per week to complete tasks in a timely manner when part-time individual is not scheduled to work. This causes another financial burden to Marathon County as it relates to payment of overtime and /or lost work time due to accumulation and use of comp time.

Combining 3 casual and part time positions that currently have similar duties into 1 FTE will save management time (onboarding, training, appraisals, rounding, etc.) In addition, casual and part-time staff typically have higher turnover, which equals loss of highly qualified, trained staff.

Improve/Enhance customer service:

Although there has been a significant shift in society to serve customers through technology, in government there will always be a need for personal contacts to address unique personal situations. Both departments are striving to provide increased customer service through technology, but due to the nature and complexity of CPZ programs and ordinances, individuals will continue to seek assistance through conversations about their unique circumstances of their land, structures, and management practices. This position would be the first point of contact for those customers.

Due to the state mandated requirements of county inspections, particularly for installation of private onsite wastewater treatment systems within 24 hours of notification from the plumber, scheduling those inspections can be difficult and cannot be accommodated by online scheduling. Weather, equipment, and material delivery related challenges disrupt normal scheduling. This position would be responsible for answering the phone and assisting customers/plumbers with scheduling and rescheduling inspections.

In addition to the position benefit examples listed above, this position creates the ability for both departments to fully utilize technology to provide customer service and will create opportunities for customers to self-serve/24/7 using technology. Current examples of this includes online purchasing of Health Department test kits. CPZ will continue to pursue and develop more online permit applications through Laserfiche workflow process and this position would assist with those efforts.

The proposal also demonstrates the ability for Marathon County to fully utilize technology to serve customers no matter where the person is physically located. Ultimately, this shared consolidated position proposal will serve as “pilot” for future opportunities to enhance customer service throughout Marathon County government.

- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?

Alternatives considered by both departments include refilling the .4 FTE position at MCHD as is and continue with the current 2 CPZ casual positions. This alternative would continue to have departments operate in “silos” and does not demonstrate the core values of shared purpose and stewardship of resources. This current situation continues the underutilization of staffing resources with the .4 FTE position.

Based upon the information above and after thorough review of the current programs, workload and in the spirit of shared purpose and stewardship of resources, MCHD and CPZ believes that sharing a consolidated fulltime position is the most efficient and effective method to address departmental needs. Providing enhanced customer service to customers (both internal and external) is of highest priority to MCHD and CPZ. CPZ’s complex and diverse programs need personal customer contact as some customers struggle to understand ordinance and program requirements through the website alone. Utilizing an Administrative Support staff person to provide preliminary guidance on the complex programs, allows the higher paid technical staff more time to focus on higher level program issues thus fully utilizing the skillset of staff to the best interest of Marathon County (financially and programmatically).

This proposal is a strong example of cross department cooperation and fully utilizing staffing resources to address long term needs of both departments.

- F. What will be the effect if the proposed position is not created?

CPZ’s and MCHD’s goal is to provide an enhanced level of service in all program areas. The effect of not expanding this administrative assistant position to a fulltime shared position will be the inability to maintain the current level of customer service as well as not providing the anticipated level of services needed as the workload increases with the expanded programs. This will impact the processing time for permit applications as well as permit revenue.

As stated previously, this position will convert forms, permits, and processes to be available online and more accessible to citizens. With the current administrative support workload, some of the basic administrative support tasks such as scanning of documents and conversion of forms becomes low priority and therefore not accomplished, leading to long-term inefficiencies.

As programs continue to grow and expand, CPZ and MCHD Management evaluate and make adjustments to higher level positions (professional, technical and administrative coordinator positions), therefore, ensuring that staff are working at the appropriate level for their positions and shifting administrative tasks to support staff. Without a fulltime Administrative Assistant this will not be accomplished.

In addition, as a “pilot” example of a shared consolidated position, not creating this position does not allow CPZ and MCHD to demonstrate cross departmental cooperation that could lead as an example for future shared positions.

- G. What criteria will you use to monitor the effectiveness and performance of the position? (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)

With any new “pilot” program, it is imperative that program effectiveness is completed. MCHD and CPZ Management have discussed metrics that include: financial savings, efficiencies created, customer satisfaction, online/self-service advancements, etc. (see list below). These metrics would be clearly identified and measured should CPZ and MCHD receive approval to proceed with this proposal. “Pilot” program metrics that may be used to monitor the effectiveness and performance of this position

include:

- *Permit processing time improvements which leads to issuance of more permits which increase permit fee revenue*
- *Maximum customer understanding and acceptance of the reasons for their need to comply with the POWTS maintenance requirements through quality customer service.*
- *Efficiencies in technical staff time increased because standard program related questions are answered by support staff*
- *Zoning Program growth and timeliness of permit issuance.*
- *Forms, permits, processes are available online.*
- *Customer service surveys show high satisfaction with customer service and adherence to core values.*

III. SPECIFIC DUTIES OF NEW POSITION

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty.

Specific duties of this shared position include: serving as receptionist and general staff support, provide information to the public, scheduling appointments/inspections, assisting with evening immunization clinics, updating staff calendars, file and retrieve documents, data entry, distribute/process mail, cash receipting, assist with newsletters and mailings, preliminary permit application completion and processing, assist with permit issuance, test kit intake, cash receipting, document scanning and imaging, quality assurance of scanned documents for specific file management systems (Nightingale notes, Ascent permitting system, etc.), development of intranet/internet resources, online forms, applications and documents, website monitoring, and file management.

It is anticipated that the Administrative Assistant position will provide support to the POWTS, Zoning, and Conservation programs 70% of the time and the general office support activities listed above 30% of the time annually.

- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

The uniqueness of this position proposal does benefit more than one department and can serve as a "pilot" for future collaborative opportunities throughout the County which will ultimately benefit all Departments. This would be a new opportunity to maximize the use of technology and eliminate departmental "silos". The position could be physically sitting at MCHD but also doing CPZ work or vice versa. That alone will allow for full utilization of staffing resources.

- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

Currently, the work at MCHD is being done by the .4 FTE position and at CPZ, some of this work is being done by the casual Administrative Assistant position and a casual Conservation Technician position. This arrangement is currently no longer acceptable because the .4 FTE at MCHD has recently submitted her retirement announcement and as previously explained, CPZ is experiencing program growth which is creating additional workload that other support staff cannot absorb.

At MCHD, there is a need for reception desk coverage, but because of increased use of technology and integration of self-service options there is reduced occupancy within the .4 FTE position. There has been an increase in the administrative assistant type workload within CPZ due to private onsite wastewater treatment system (POWTS) program expansion and zoning program that makes the casual position no longer adequate.

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

The anticipated cost for a FTE Administrative Assistant with family health insurance coverage is \$58,610. The anticipated cost for a FTE Administrative Assistant at \$15/ hour with no health or dental insurance is \$36,294.

- B. Explain specifically how position will be funded. *The position would be funded by a MCHD Public Health Preparedness Grant, a CPZ Conservation grant, and CPZ fee revenues as follows:*

FUNDING SOURCE	AMOUNT	NOTES
<i>MCHD Grant Funds</i>	<i>\$ 7,259</i>	<i>Public Health Preparedness Grant</i>
<i>CPZ Grant Funds</i>	<i>\$ 8,711</i>	<i>CPZ Conservation Grant funds and fees</i>
<i>CPZ Permit Fees</i>	<i>\$ 20,324</i>	<i>POWTS/Zoning permit fees</i>
TOTALS	\$36,294	

NOTE: By using other funding sources, this proposal would reduce the 2020 budgeted tax levy for staff. If the positions were unchanged, the impact on the 2021 budgeted tax levy would be approximately \$18,000.

Length of outside funding: *Funding from additional sanitary permit revenue through the state mandated POWTS Maintenance program is expected through 2026. CPZ has been the one of the highest ranked counties for a number of years in terms of conservation grant funding and utilization and it is anticipated this will continue. State and federal agencies regularly contact CPZ directly and request us to apply for their grant funds. MCHD grant funds have been available for over 15 years and it is anticipated that these funds will continue to be available long term.*

Likelihood of funding renewal: High likelihood (automatic)

Would this outside funding be used to offset the levy if not used for this position?

CPZ and MCHD continually review outside funding sources for opportunities to offset tax levy. The MCHD grant funds used for this position requires the accomplishment of specific objectives therefore could not be used to offset tax levy elsewhere.

While increased revenues could be used to offset tax levy, CPZ anticipates that through this program expansion, additional revenues will need to be utilized to support and successfully implement the increased POWTS workload. The bottom-line is that it takes full time dedicated people to successfully implement long term programs to meet county strategic plan objectives and expected outcomes.

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how?

Potentially yes. CPZ's estimates provided for increased revenues are very conservative and may exceed the cost of the position. So far in 2020, CPZ has seen a 39% increase in permits and this is anticipated to continue into the near future. This increase in permits equals approximately \$25,500 in additional revenue to date. CPZ intends to continue to engage citizens with failing septic systems and replacement requirements that will be a positive impact on Department revenues.

- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how?

This shared consolidate position proposal will serve as a "pilot" for future opportunities throughout the

County that may lead to greater staff occupancy, potential for cost savings and more effectiveness/efficiencies in the future. Sharing staffing resources across departmental boundaries and increasing current staff occupancy will be a positive investment for the County.

E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain.

CPZ and MCHD continually evaluate programs for efficiencies/effectiveness and make adjustments as needed for cost savings and greater utilization of grant funds. CPZ proposed position costs are being offset by utilizing grant funding and consolidating duties from another casual position. This proposed position will primarily be assisting with Priority Based Budgeting Quartile 2 programs which are funded through fees and grants. Eliminating or reducing a lower priority function within each department to offset the cost of this position would need thoughtful consideration of impacts to programs since many of our department programs are interconnected. In addition, some grant funding cannot be shifted to other program areas since grant funds typically have defined objectives that the funding can be used for.

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?

Per email from Administration and per rule 4.2, this position request will be reviewed by Administration prior to any discussion before the committee of jurisdiction.

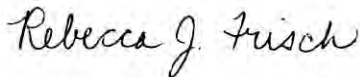
NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.



Signature of Supervisor/Manager Completing Request

May 29, 2020

Date



Department Head Signature

May 29, 2020

Date

1 Full time Administrative Assistant in CPZ
 (.20 Health Dept and .80 FTE CPZ Dept)

2021 BUDGET PLANNING - NEW POSITION COST

Item	Projected 2021 Rates	Minimum	Mid-Point	Maximum	At \$15/hr No health or dental
DBM A12		\$27,975	\$32,170	\$37,458	\$31,200
Health - Family	\$1,963.00	\$23,556	\$23,556	\$23,556	\$0
Dental - Family	\$62.00	\$744	\$744	\$744	\$0
FICA Retirement Rate	6.20%	\$1,734	\$1,995	\$2,322	\$1,934
FICA Medicare Rate	1.45%	\$406	\$466	\$543	\$452
Unemployment Insurance	0.10%	\$28	\$32	\$37	\$31
Retirement - Employer	6.75%	\$1,888	\$2,171	\$2,528	\$2,106
Worker's Comp - Clerical	0.08%	\$22	\$26	\$30	\$25
PEHP	\$21	\$546	\$546	\$546	\$546
Total Estimated Cost 1 FTE		\$56,899	\$61,706	\$67,764	\$36,294

.40 FTE vacant position in Health Department would be reduced to .20 FTE and would be 100% funded by health depart grant. (\$7,259 grant and save approximately \$5,689 tax levy)

CPZ would use existing Conservation Grants and POWTS and Zoning Permit fees to fund remaining .80 FTE by reallocating dollars from Casual positions that were funding by grants and permit fees (\$29,035). And if needed to cover health & dental benefits still have approximately \$5,689 tax levy from Health savings and \$12,131 tax levy dollars from casual administrative assistant position that will not be filled.

HEALTH DEPT .40 FTE ALLOCATED POSITION ABSORBED BY CPZ					CPZ ELIMINATE TWO CASUAL POSITIONS	
Item	2020 Rates	Minimum	Mid-Point	Maximum	Casual Admin Asst 1500 hours @ \$15/hr	Casual CPZ Tech 1500 hours @ \$15/hr
DBM A12 Cost .40 FTE		\$11,190	\$12,868	\$14,983	\$22,500	\$22,500
Health - Family	\$1,800.51	\$0	\$0	\$0	\$0	\$0
Dental - Family	\$60.32	\$0	\$0	\$0	\$0	\$0
FICA Retirement Rate	6.20%	\$694	\$798	\$929	\$1,395	\$1,395
FICA Medicare Rate	1.45%	\$162	\$187	\$217	\$326	\$326
Unemployment Insurance	0.10%	\$11	\$13	\$15	\$23	\$23
Retirement - Employer	6.75%	\$0	\$0	\$0	\$0	\$0
Worker's Comp - Clerical	0.08%	\$9	\$10	\$12	\$18	\$18
PEHP	\$21	\$0	\$0	\$0	\$0	\$0
SAVINGS FROM .40 FTE POSITION		\$12,066	\$13,876	\$16,156	\$24,262	\$24,262

41% tax levy (\$5,689)

59% grants

50% tax levy (\$12,131)

50% grants & fees

100% grants & fees

Added Cost for .60 FTE addition: \$44,833 \$47,830 \$51,608

RESOLUTION #R-51-20

TO CREATE TWO (2) 1.0 FTE SOCIAL SERVICE SPECIALIST POSITIONS FOR THE DEPARTMENT OF SOCIAL SERVICES

WHEREAS, the mission of the Department of Social Services is to strengthen individuals and families by coordinating and providing resources that promote safety and maximize independence to build a strong and healthy community; and

WHEREAS, creating these new positions support the mission statement, as the individuals will work with children and families on building the skills needed to improve health, promote wellness, ensure safety, and enhance overall quality of life for both the parent and child; and

WHEREAS, these positions will help promote family growth and development and the needed skills that will be life lasting and more likely to divert from the child welfare system; and

WHEREAS, these positions are being created to support Marathon County’s preparation for the Federal Family First Prevention Services Act (FFPSA) that will be effective in October 2020; and

WHEREAS, the purpose of the FFPSA is to “provide enhanced support to children and families and prevent foster care placements through the provision of mental health and substance abuse prevention and treatment services, in-home parent skill based programs”; and

WHEREAS, funding for said positions will be provided by the FFPSA in the amount of \$144,640. A budget amendment is needed in order to receive and disperse said funds; and

WHEREAS, on August 11, 2020, the Human Resources, Finance and Property Committee also voted to recommend creating two (2) 1.0 FTE Social Service Specialists to County Board.

WHEREAS, in order to fund these positions and services that they will provide § 65.90(5)(a), Wis. Stats., 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

NOW, THEREFORE, BE IT ORDAINED AND RESOLVED by the Board of Supervisors of the County of Marathon:

- A. To create two (2) 1.0 FTE Social Service Specialists, effective the beginning of the first pay period following the approval of this resolution.

Respectfully submitted this 18th day of August, 2020.

HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____

Fiscal Impact: No tax levy impact. Funding for said positions will be provided by the Family First Allocation through Wisconsin Department of Children and Families, Basic Community Allocation in the amount of \$144,640.

APPENDIX B
NEW OR EXPANDED POSITION REQUEST

I. GENERAL INFORMATION

Department: Department of Social Services

Date: 07/17/2020

Position Requested: Social Services Specialist
(If unsure of classification, indicate "To be determined")

FT PT FTE _____%

Number of Positions: 2.0

Division Position Will Be Assigned To: Child Protective Service Ongoing Unit
(Indicate NA if not applicable)

Projected Start Date of Position: As soon as Possible

Priority Number of This Position: _____

If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION

A. Is this position request compatible with the County's mission statement?

Yes, the positions will support the health and safety of children and families by providing parents education and supportive services to improve their parenting capacities to stabilize family risk, ensure safety and decrease the rate out of home care placements.

B. What is your department's mission statement and how does position support this mission and/or department strategic plan?

These positions are essential to meet Objective 3.3 of the Strategic Plan to decrease the number of out of home care days.

Mission Statement: We strengthen individuals and families by coordinating and providing resources that promote safety and maximize independence to build a strong and healthy community.

The positions support the mission statement, as the individuals will work with children and families on building the skills needed to improve health, promote wellness, ensure safety, and enhance overall quality of life for both the parent and child. These positions will help promote family growth and development and the needed skills that will be life lasting and more likely to divert from the child welfare system.

C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.

The request is to create one (2) full-time positions with a job classification of Social Services Specialist. The purpose of these positions is to engage parents and families by working in tandem with social workers in family intervention to provide an array of supportive and educational services. The families will include children who are abused or neglected or adolescents who are out of control, truant, or delinquent.

These positions are being created to support Marathon County's preparation for the Federal Family First Prevention Services Act (FFPSA) that will be effective in October 2020. The purpose of the FFPSA is to "provide enhanced support to children and families and prevent foster care placements through the provision of mental health and substance abuse prevention and treatment services, in-home parent skill-based programs...." To accomplish this, federal IV-E funding which is currently the primary source of funding for out of home care, will be shifted to prevention and services to help keep children safe and supported at home. Child Welfare agencies will need to adapt the way services are provided to decrease the number of out of home care days, commensurate with available funding.

The positions will be key in providing additional support to parents to divert placement, and/or support the return of the child to the parental home, or to a lesser restrictive placement. This will be accomplished by providing a variety of services including, but not limited to, parent education, skill building, resource enhancement, modeling, and problem solving techniques.

- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?

These positions will better align the practice of child welfare to decrease out of home care days as required by the federal legislation. Without a strategically thought out plan to change the way services are provided, the likelihood of out of home care placement being reduced is low. This would result in an additional shift to county levy to fund the out of home care placements as IV-E funds are shifted to prevention.

These positions will allow for an increased ability to serve families in an intensive manner, in their home environments. The target population serviced are children who are at high risk of out of home placement because of abuse or neglect, uncontrollability, or are a danger to the community. These positions will also work with families whose children are in out of home placement and will give the parents the skills to have the child reunified in a shorter amount of time. In addition to providing parents with those needed services such as parent education, skill building, resource enhancement, modeling and problem solving techniques, these positions will also be an advocate and support for the parents to meet the needs of the child including, but not limited to, social and emotional development, language and literacy, cognition, and perceptual, motor, and physical development.

Face to face visits and family visitation for out of home care cases could occur within a parent's home once determined safe. This would allow the visit to occur in a realistic family setting, typically more comfortable for families, and also providing the parent educator to have a more in tune focus to the needs of the family in their natural environment. Additionally, families will be receiving support through one established evidenced based curriculum in their own home, and will be more likely to feel confident learning and applying new skills in their natural setting. This department will be reviewing two separate evidenced based parenting curriculums, Common Sense Parenting out of Boys Town, in Omaha Nebraska, and Safe care, a model recommended by the Department of Children and Families reference to the upcoming Family First Prevention Services Act initiative.

- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?

The department could contract out for the service. However, an existing contract the department has with a community agency offering in-home parent education program doesn't have current capacity. Wait list and a lack of utilizing consistent parent modeling opportunities are not conducive to the goal we need to achieve. In addition, other community based service providers often are unprepared or unwilling to work with complex cases and high level of need many of our cases entail. Allowing these positions to be operated and supervised "in house" allows for increased oversight of the positions and facilitates stronger partnerships with the social workers and other programs operated by DSS. Having the right services for the right family at the right time is paramount to FFPSA. Being able to assign a MCDSS Social Service Specialist to provide the right level of service to the highest need children and parents will support families to prevent out of home placement.

- F. What will be the effect if the proposed position is not created?

In the event this position is not approved, MCDSS will have to continue, and attempt to increase services with contracted providers for supervised visitation services and additional contracts to provide increased parent education services to families. Children and families may not receive the support needed to maintain them in the home of a parent, or children may not be able to transition to a parental setting from a higher-cost/restrictive placement, resulting in continued or increased out of home placement costs that will eventually be shifted to county levy.

- G. What criteria will you use to monitor the effectiveness and performance of the position. (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)

In CPS, there is an abundance of data used to measure safety of children, including: abuse/neglect reports, substantiations on open cases, re-entry into out of home care, and reunification. Additionally, these positions will identify specific goals they will work on with the family to improve parenting and address all safety concerns. Written case notes and review of goal achievements/barriers will be provided regularly to the social worker and supervisor. In addition, these positions will maintain a data tracking system to demonstrate program effectiveness through successful completion of the parenting program, pre and post test scores, re-entry into out of home, recidivism rate, and future substantiation rate six months post program completion. Furthermore, quality assurance calls with parents, community service providers, and social workers to garner satisfaction with the position and program will be implemented.

Ultimately, the positions' effectiveness will be measured in part by the out of home care rate for the families that they serve.

III. Specific Duties of New Position

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty.
- a. Direct provision of services to families:
Engages families, assesses safety, provide skill training and education, demonstrates resource enhancement and develops a supportive relationship with families. Teaches and provides support through demonstration, modeling, including parent child interaction, written materials, videos and parent groups. Establishes connections for families with necessary resources. These positions will require availability on weekdays to include evening hours, as well as weekends (Saturday and Sunday). 50%
 - b. Provides supervised visitation services in the community, clients' homes, and at the department. 10%
 - c. Provides transportation at supervisor direction. 5%
 - d. Provides services in an office setting, in a community setting, or a biological, guardian, or foster family's home. 10%
 - e. Accurately documents all client contacts timely in Electronic Wisconsin State Automated Child Welfare Information System (eWiSACWIS) and provides updates to social workers and supervisor. 10%
 - f. Creating and tracking program participants' goals and outcomes to closely monitor case progress, services provided, length of involvement and successful/completion of program. 10%
 - g. Other duties as assigned such as attending team meetings and trainings. 5%
- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

These positions will work with families who might also be served by other county or private agencies. Services would be coordinated, not duplicated. The two programs that are most closely related are Birth to Three and Start Right. The Birth to Three program offers education to families, however this education is specific to the child's specific needs or disability. Start Right provides parent education to parents of a limited age range (young) children, who are not generally at the higher risk level that the Department is legally responsible to serve; in addition the positions' scope of duty is broader than delivered by Start Right. Neither of those programs are designed to offer the range of services required for these positions at the intensity level required.

- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

MCDSS has one current parent educator position, who is serving 22 families on average. That position has been focused on providing service to families that ranges from transportation, parent education, or supervising a family visit. The position has been successful and widely sought out for assistance by social workers. These new positions, while similar, are created to serve 10-12 families, more intensely and be involved quickly and at the right time to avoid placement. This includes individualized parent coaching and modeling, skill building, resource enhancement, problem solving techniques, and daily structure and routine that meet the needs of the family. Additionally, this allows for MCDSS to ensure an evidence based parenting model is utilized and can ensure services are provided that are in conjunction with the Family First Act that is scheduled to roll out in Fall 2020.

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

The position is classified as a Social Services Specialist. For calendar year 2020, the total maximum estimated position cost for a Social Services Specialist position at mid-point is \$154, 898 (including salary and fringe). Additionally, this estimate assumes family benefit coverage. Included in the costs are anticipated mileage and training.

Funding for this program will be allocated from the increased Department of Children and Families (DCF) Basic County Allocation (BCA) set aside in the DSS budget to comply with Federal Family First Prevention Services Act.

- B. Explain specifically how position will be funded.

Amount of County tax levy: \$0 % of total costs: \$0

Amount of any outside funding: \$154, 898 % of total costs: 100%

Source of outside funding: Family First Allocation through DCF,

BCA

Length of outside funding: Ongoing

Likelihood of funding renewal: High

Would this outside funding be used to offset the levy if not used for this position? Possibly for one year (2021) depending on the out of home care rate. As the federal funding (IV-E) shifts to prevention, not investing DCF Basic County Allocation in services to prevent out of home care placement will result in increased unfunded out of home care costs in subsequent years.

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how?

Yes, a long term anticipated outcome is reduction of out of home care costs, both through preventing out of home placements and allowing children to return back to the home sooner. It is essential to decrease

out of home care costs as federal funding to support these expenses will no longer be available at the level it currently is.

Furthermore, positions may help reduce costs in other contracted service areas for supervised visitation program, transportation and home safety services checks.

- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how?

Yes, significant savings in early intervention programs are not only dollars saved in foster care, but also the improved quality of life for children and families in our community.

- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain.

No.

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?

NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.

Signature of Supervisor/Manager Completing Request

Date

Department Head Signature

Date

Social Service Specialist - B22
 DEPARTMENT OF SOCIAL SERVICES
 FTE = 2.0

2021 NEW POSITION COSTING

Item	2020 Rates	Minimum	Control Point	Maximum
DBM B22		\$36,725	\$43,152	\$51,066
Health - Family	\$1,800.51	\$21,606	\$21,606	\$21,606
Dental - Family	\$60.32	\$724	\$724	\$724
FICA Retirement Rate	6.20%	\$2,277	\$2,675	\$3,166
FICA Medicare Rate	1.45%	\$533	\$626	\$740
Unemployment Insurance	0.10%	\$37	\$43	\$51
Retirement - Employer	6.75%	\$2,479	\$2,913	\$3,447
Worker's Comp - Clerical	0.08%	\$29	\$35	\$41
PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost *		\$64,955	\$72,320	\$81,387

COST OF 2.0 FTE \$129,910.93 \$144,640.00 \$162,775.00

RESOLUTION R-52-20

AUTHORIZING THE CREATION OF A POOL OR FUND TO COLLECT ROUTES TO RECOVERY ALLOCATIONS FROM OTHER UNITS OF GOVERNMENT WITHIN MARATHON COUNTY FOR THE PURPOSE OF FUNDING AN ELIGIBLE BROADBAND PROJECT AND/OR PURCHASES OF OTHER ELIGIBLE GOODS AND SERVICES

WHEREAS, the State of Wisconsin has allocated federal Coronavirus Aid, Relief, and Economic Security Act (CARES) money to various units of government, including Marathon County, pursuant to a program called “Routes to Recovery,” for the purpose of meeting eligible costs relative to the COVID-19 Pandemic; and

WHEREAS, a feature of the program permits units of government to pool their allocations for the purpose of funding joint projects; and

WHEREAS, access to broadband services is more important than ever with respect to individual households and businesses given the need to conduct virtual schooling and meetings as well as internet commerce; and

WHEREAS, there may be other joint projects or purchases of goods and services that would be eligible for said funding in the time remaining to expend such funds; and

WHEREAS, in the event funds become available through pooling of allocations, the 2020 Marathon County budget would need to be amended to receive and disburse such funding; and

WHEREAS, on August 11, 2020, the Marathon County Finance and Property Committee approved the creation of such a pool or fund and to declare the willingness of Marathon County to act as fiscal agent for such projects or transactions.

NOW, THEREFORE, the Board of Supervisors of the County of Marathon does hereby ordain and resolve as follows:

1. To authorize the creation of a pool or fund to collect Routes to Recovery allocations from other units of government within Marathon County for the purpose of funding an eligible broadband project and/or purchases of other eligible goods and services.
2. In the event other units of government within Marathon County wish to pool their allocations for eligible projects or purchases, the 2020 budget shall be amended by separate resolution.

BE IT FURTHER ORDAINED AND RESOLVED that the proper county officials are authorized to execute the documents or take other actions necessary in furtherance of the intent of this resolution.

BE IT FURTHER ORDAINED AND RESOLVED that the County Clerk is directed to issue checks pursuant to this resolution and the county treasurer to honor said checks.

Respectfully submitted this 18th day of August, 2020.

HUMAN RESOURCES FINANCE AND PROPERTY COMMITTEE

_____	_____
_____	_____
_____	_____

Fiscal Impact: None. Receipt and disbursement of funds must be approved by separate amendment of the 2020 budget.

DRAFT MINUTES
OF
STANDING COMMITTEES



**Marathon County
Environmental Resources Committee Minutes
Tuesday, August 4, 2020
212 River Drive, Room 5, Wausau WI**

Attendance:	Member	Present	Not present
<i>Chair</i>	Jacob Langenhahn.....	X	} via Webex or phone
<i>Vice-Chair</i>	Sara Guild.....	X	
	Rick Seefeldt	X	
	Bill Conway	X	
	Allen Drabek	X	
	Randy Fifrick.....	X	
	Arnold Schlei	X (in person)	
	Dave Oberbeck.....	X	
	Marilyn Bhend	X	
	Eric Vogel	X	

Also present via Webex or phone: Paul Daigle, Rebecca Frisch, Dominique Swangstu, Lane Loveland and Cindy Kraeger– Conservation, Planning, and Zoning (CPZ); Rob Weis, Tim Vreeland, Dave and Laretta Kallstrom, Jessica Lindberg and Tom Vanderloom.

1. **Call to order** – Called to order by Chair Langenhahn at 3:07 p.m. via WEBEX.
2. **Public Comment** – None.
3. **Approval of June 30, 2020 Committee minutes**

Motion / second by Conway / Guild to approve of the June 30, 2020 Environmental Resources Committee minutes as distributed. Motion **carried** by voice vote, no dissent.

4. **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. Tim Vreeland on behalf of Jon Hardinger - F-P Farmland Preservation to R-R Rural Residential – Town of McMillan

Discussion: Swangstu was sworn in and noted the staff report and decision sheet had been included in the packet. Swangstu stated Jon Hardinger passed away and Rita Blenker is listed as the informant/new owner. Swangstu reviewed the rezone request of 2.49 acres on Lot 1 (3.484 acres) of the Preliminary Certified Map along with the reason CPZ staff are recommending approval of the rezone request.

The Town of McMillan has reviewed the application and recommends approval without any concerns.

Vreeland was sworn in and explained the rezone request for the above mentioned use.

There was not additional testimony in favor or opposed to this rezone request. Testimony portion of the hearing was closed at 3:23 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet.

Action: **Motion /** second by Fifrick / Conway to recommend approval to County Board, of the Tim Vreeland on behalf of Jon Hardinger rezone request. The Committee determined the rezone is consistent with the Marathon County and Town comprehensive plans, and is located in the Farmland Preservation Zoning District. Yet, the area in question was designated as a non-farmland preservation area in the farmland preservation plan and is shown to be designated as “Potential Residential” in the towns future land use map. Adequate facilities are present or will be provided and providing any necessary public facilities will not burden local government. 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 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. Tim Vreeland on behalf of John and Jessica Lindberg – G-A General Agriculture to R-R Rural Residential – Town of Frankfort

Discussion: Swangstu was sworn in and noted the staff report and decision sheet had been included in the packet. Swangstu reviewed the rezone request of 3.751 acres on the Preliminary Certified Survey Map submitted along with the reasons why CPZ staff are recommending approval of the rezone request.

The Town of Frankfort has reviewed the application and recommends approval without any concerns.

Vreeland was sworn in and explained the rezone request to construct a single family home.

There was not additional testimony in favor or opposed to this rezone request. Testimony portion of the hearing was closed at 3:34 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet.

Action: **Motion** / second by Fifrick / Seefeldt to recommend approval to County Board, of the Tim Vreeland on behalf of John and Jessica Lindberg rezone request. 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. 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. David and Laurretta Kallstrom – L-D-R Low Density Residential to R-E Rural Estate – Town of Knowlton

Discussion: Swangstu was sworn in and noted the staff report and decision sheet had been included in the packet. Swangstu reviewed the rezone related to the need to construct a proposed accessory building and agricultural use (hobby farm) request of 10.116 acres of Certified Survey Map Doc # 1670752 along with the reason CPZ staff are recommending approval of the rezone request.

The Town of Knowlton has reviewed the application and recommends approval without any concerns.

David Kallstrom was sworn in and is looking forward with utilizing the property and working with the Town and County on this rezone request.

There was not additional testimony in favor or opposed to this rezone request. Testimony portion of the hearing was closed at 3:45 p.m. Committee deliberated and applied the standards for this request by reviewing and completing the decision sheet

Action: **Motion** / second by Fifrick / Drabek to recommend approval to County Board, of the David and Laurretta Kallstrom rezone request. 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. 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 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.

4. Frankfort Freedom Riders Snowmobile Club (Ron Weis) on behalf of Delores Telschow - R-E Rural Estate to CV/RC- Conservancy Recreation – Town of Frankfort

Discussion: Swangstu was sworn in and noted the staff report and decision sheet had been included in the packet. Swangstu reviewed the rezone request of 2.007 acres shown as Lot 2 on the Preliminary Certified Survey Map. The rezone petition and preliminary CSM was submitted in an effort to appropriately classify the proposed parcel so it may be used for the storage of trail grooming equipment and may accompany other recreational uses. This area is located within

close proximity to the snowmobile and ATV trail within Zone 4 of Marathon County's trail system (approx. 1,000ft away). Swangstu also explained other reasons CPZ staff are recommending approval of the rezone request. The Town of Frankfort has reviewed the application and recommends approval without any concerns.

Rob Weis was sworn in and explained the lot to the north is the Frankfort Town Garage which is indicated as public use on the Town Comprehensive Plan. The proposed rezone would allow for storage of trail grooming equipment.

Action: **Motion** / second by Fifrick / Drabek to recommend approval to County Board, of the Frankfort Freedom Riders Snowmobile Club (Ron Weis) on behalf of Delores Telschow rezone request. 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. 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 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.

- 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.

5. **Educational Presentations/Outcome Monitoring Reports and Committee Discussion**

A. Accomplishments of the Environmental Resources Committee: Strategic Plan

Discussion: With the absence of Craig McEwen, this item will be added to the next meeting agenda.

Action: **None.**

B. Department Updates: Conservation, Planning and Zoning

1. CPZ Serving customers during COVID-19

Discussion: Frisch gave a brief overview of the report in the packet which provides information on how the department is functioning and continues to serve customers during the COVID-19 pandemic. Guild complimented the department for the modifications to the office to ensure the safety and wellbeing of our customers and staff. Langenhahn stated he is thankful that staff has gone above and beyond learning new ways and solutions to serve Marathon County now and well in the future.

Action: **None.**

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

A. Land and Water Resource Management Plan

1. Educational YouTube video <http://wislandwatermedia.org/2018/11/20/land-and-water-resource-management-lwrm-plans-training-webinar/>

2. Public engagement expectations for plan

3. Timeline

Discussion: Daigle discussed the short video that was provided has great background on the Land and Water Resource Management Plan. Daigle discussed the community engagement plan with focus groups – Local Advisory Committee; Technical Advisory Committee and EPPIC members and informing and engaging the public through public hearings, social media, video presentations to organizations, wildlife groups, UW-Marshfield Agriculture Research Station, Golden Sands, Eastern Lakes group, Lake Wausau group, post cards with links to draft and presentations, hard copies available at the library/library branches for check out. Daigle reviewed the deadlines with the Committee. Frisch stated the importance of the deadlines and county board action before February, 2021 so as not to jeopardize the funding received for supporting farmers in Marathon County.

Action: **None.**

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

Tuesday, September 1, 2020 3:00 p.m. 212 River Drive Room 5 Wausau WI

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

1. Discuss tour date at Marshfield Agriculture Research Station

Discussion: Daigle discussed the learning opportunity for members at the Marshfield Agriculture Research station to better understand the goals of the Land and Water Plan beyond agriculture. Daigle will follow up with a Doodle Poll for the best time / date for the tour date.

Action: **None.**

B. Announcements/Requests/Correspondence

- Seefeldt's anniversary today
- Would have been opening day of WI Valley Fair
- Market animal sale will be held on Saturday
- Frisch announced her retirement effective September 3, 2020 and thanked the committee for their service.

9. **Adjourn – Motion** / second by Seefeldt / Vogel to **adjourn** at 4:50 p.m. Motion **carried** by voice vote, no dissent.

Rebecca Frisch, CPZ Director

For Jacob Langenhahn, Chair

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

RF/cek



MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

Monday, August 3, 2020, 4:30 p.m.
Courthouse Assembly Room, B-105, 500 Forest St, Wausau WI 54403

Attendance:	Present	Absent	Vice-Chairs
Kurt Gibbs, Chair	X		
Craig McEwen, Vice-Chair	X		
Matt Bootz	X		Brent Jacobson W
Tim Buttke	W		Michelle Van Krey W
Randy Fifrick	W		
Sara Guild	X		Ka Lo W
Jacob Langenhahn	W		
Alyson Leahy	W		
John Robinson	X		
E J Stark	W		

Also Present: Lance Leonhard, Scott Corbett, Jean Kopplin, Tom Rosenberg, Mary Palmer, Media
Web: William Harris, Jonathan Fisher, Yee Leng Xiong, Shirley Lang

1. Call Meeting to Order

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

2. Policy Issues Discussion and Committee Determination - None

A. Discussion regarding Facebook posts made by the Marathon County Clerk, which were published on, or about, July 30, 2020, by the *Wausau Pilot and Review*.

Scott Corbett, Corporation Counsel, explained the reasons he recommends going into closed session. The reasons listed above in 2.A and due to the possible damage of reputation. He then explained the grounds to go into closed session and they may confer with counsel regarding possible litigation. It was decided that both items listed below will be handled under one item.

MOTION BY MCEWEN; SECOND BY BOOTZ THAT THE EXECUTIVE COMMITTEE MAY, IF APPROPRIATE, CONSIDER A MOTION TO CONVENE IN CLOSED SESSION, PURSUANT TO WIS. STATS, SEC. 19.85(1)(F), “[C]ONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS, PRELIMINARY CONSIDERATION OF SPECIFIC PERSONNEL PROBLEMS OR THE INVESTIGATION OF CHARGES AGAINST SPECIFIC PERSONS . . . WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA, OR INVOLVED IN SUCH PROBLEMS OR INVESTIGATIONS.”

IN ADDITION, THE EXECUTIVE COMMITTEE MAY, IF APPROPRIATE, CONSIDER A MOTION TO CONVENE IN CLOSED SESSION UNDER ANY OF THE TOPICS LISTED ABOVE, PURSUANT TO WIS. STAT., SEC. 19.85(1)(G), “[C]ONFERRING 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.”

BY ROLLCALL VOTE TO GO INTO CLOSED SESSION:

Kurt Gibbs, Chair	Y
Craig McEwen, Vice-Chair	Y
Matt Bootz	Y
Tim Buttke	Y
Randy Fifrick	Y

Sara Guild	Y
Jacob Langenhahn	Y
Alyson Leahy	Y
John Robinson	Y
E J Stark	Y

B. Motion to return to Open Session

MOTION BY BOOTZ; SECOND BY MCEWEN TO RETURN TO OPEN SESSION. MOTION CARRIED.

C. Possible Announcements or Action Resulting from Closed Session

Action:

MOTION BY ROBINSON, SECOND BY BOOTZ, TO DIRECT ADMINISTRATION, SPECIFICALLY CORPORATION COUNSEL, TO RETAIN OUTSIDE COUNSEL TO COMPLETE AN INDEPENDENT INVESTIGATION INTO THE STATEMENTS AND ACTIONS OF THE COUNTY CLERK THAT MAY IMPACT THE ABILITY OF THAT OFFICE TO CONDUCT IMPARTIAL ELECTIONS, AND ISSUE A REPORT OF THE FINDINGS OF THE INVESTIGATION AND LEGAL OPTIONS AVAILABLE TO THE COUNTY BOARD BY AUGUST 31, 2020. MOTION CARRIED.

3. **Operational Functions Required by Statute, Ordinance, or Resolution – None**
4. **Educational Presentations/Outcome Monitoring Reports - None**
5. **Next Meeting Time, Location, Agenda Items and Reports to the County Board**
 - Committee members are asked to bring ideas for future discussion and educational presentations for the County Board – email agenda items to Chair Gibbs
 - Next regular meeting: Wednesday August 12, 2020 at 4:00 p.m. in the Courthouse Assembly Room and Webex/Phone
6. **Announcements:**
7. **Adjournment**
 There being no further business to discuss, **MOTION BY MCEWEN; SECOND BY GUILD TO ADJOURN THE MEETING.** Meeting adjourned at 5:55 pm

Respectfully submitted,
 Mary Palmer and Lance Leonhard



MARATHON COUNTY EXECUTIVE COMMITTEE MINUTES

WEDNESDAY, August 12, 2020, 4:00 p.m.

Employee Resources Conference Room, C-149, Courthouse, 500 Forest St, Wausau WI 54403

Attendance:	Present	Absent	Vice-Chairs	
Kurt Gibbs, Chair	X			
Craig McEwen, Vice-Chair	W			
Matt Bootz		X	Brent Jacobson	N/A
Tim Buttke	W		Michelle Van Krey	W
Randy Fifrick	W		Sandi Cihlar	W
Sara Guild	W		Ka Lo	N/A
Jacob Langenhahn	W			
Alyson Leahy	W			
John Robinson	X			
E J Stark	W			

Also Present: Lance Leonhard, Scott Corbett, Mary Palmer, Members of the public,

Web/Phone: Ruth Heinzl, John Townsend, Dave Mack, William Harris

1. Call Meeting to Order

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

2. Public Comment: None

3. Approval of July 14 and August 3, 2020, Executive Committee Meeting Minutes

MOTION BY LANGENHAHN; SECOND BY FIFRICK, TO APPROVE THE JULY 14 AND AUGUST 3, 2020, EXECUTIVE COMMITTEE MEETINGS MINUTES. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination - None

A Developing a Form for Identification Information in Emails from the Public

Discussion:

A supervisor suggested that we may want to consider developing a form for the public to submit their questions/comments to Board members. If the district they live in and contact information was included, the feedback may be more meaningful. After discussion it appeared that if the form was used to enhance communication by having drop down boxes for the supervisor or all supervisors, the district they live in, their address, etc. it would be a useful tool and maybe easier for public use. The committee also felt that supervisor's individual e-mails should remain where they are for now.

Corporation Counsel is leery that if you get a shotgun email and hit reply all it causes a conversation outside a meeting. That is not good.

The Administrator shared what is on our website and that all County Board email addresses are out there already along with other information. You just have to click on it.

Action:

No action taken.

Follow through:

Administration will check with CCIT to see if the form can be enhanced and bring back at a future date.

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

6. Educational Presentations/Outcome Monitoring Reports

A. Application for UniverCity Year 2020-2023 Program

Discussion:

The UniverCity plan is in your packet. This is a collaborative effort between the University of Wisconsin and local governments. A team put together projects to move forward over a 3 year time period. If chosen, UW Madison will work to develop curriculum around the project plan and work with that municipality to study the project and to develop a solution. The Administrator explained and discussed this with Department Heads and the County Board Chair and Vice Chair. This document is our application. The application mirrors the annual report for our strategic plan. It has various long term projects in Marathon County. The five focus areas Environment, Evidence Based Decision Making, Emergency Medical Services, Planning and Economic Development, and Diversity and Inserted objectives also.

The application was correlated to healthiest, safest, and most prosperous. There is funding required. Right now we will allocate \$20,000 up to \$100,000 over the 3 year life of the program, if we are selected.

Follow through:

None needed at this time.

B. Update on the 2020 Administration Work Plan

Discussion:

The County Administrator went through the 2020 Administration Work Plan which was in the packet and updated the committee on progress made to date.

Chair Gibbs commended the Administrator on all the work he's made on the projects so far along with COVID. Thank you.

Follow through:

The Administrator will follow up on #4 to see how the four additional dispatchers hired so far are being used and will report back at a later date.

C. Progress Update by the Chair of the County Board Size Task Force

Discussion:

Supervisor Robinson is the chair of the County Board Size Task Force. There have been two meetings so far. First was to identify information needed. They have picked out a number of counties who reduced the size for their board and will try to get pertinent information, as to why, how, cost effect, etc. At the second meeting they created five areas they will be looking at:

1. What have other counties done relating to renumbering their districts
2. Representation and diversity
3. Efficiencies and financial
4. Self-assessment from current and past county board supervisors
5. Public engagement – this is one area other counties didn't do, but we know it's important.

We want to make sure to get useful information to member and get their questions answered before making a decision.

They will be gathering quantitative data. Deb Hager has come up with a series of questions she will ask committee chairs and vice-chairs when she interviews them one-on-one. She will assemble themes and decide if there is a need for additional assessments from supervisors. Criteria will be developed to evaluate options and then match the options against criteria and develop recommendations.

Follow through:

None needed at this time.

D. Community Partners Campus

Discussion:

The County was approached by Community Partners group about the possibility of using the Social

Services building for a combined building for non-profit agencies. They would bring 10 to 15 agencies together in one place. They came to Human Resources, Finance and Property and will come to County Board on Tuesday to explain their idea and potentially acquire that building. Can we accelerate the move of Social Services and the Credit Union? Discussion is in the early stage right now. The project has a lot of value and merit for vulnerable populations. There are both opportunities and challenges.

Follow through:

None needed at this time.

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

- Committee members are asked to bring ideas for future discussion and educational presentations for the County Board – email agenda items to Chair Gibbs
- Next regular meeting: Wednesday, September 9, 2020 at 4:00 p.m. in the Courthouse and Webex/Phone

8. Announcements: None

9. Adjournment

There being no further business to discuss, **MOTION BY ROBINSON; SECOND BY MCEWEN TO ADJOURN THE MEETING.** Meeting adjourned at 5:45 pm

Respectfully submitted by,
Mary Palmer



MARATHON COUNTY EXTENSION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE

MINUTES

Thursday, August 6, 2020, at 4:00 p.m.

Courthouse Assembly Room, 500 Forest Street, Wausau WI

Attendance:	Present	Absent
Sara Guild, Chair	W	
Ka Lo, Vice Chair	W	
Gary Beastron	X	
Becky Buch	W	
Tom Rosenberg	X	
Rick Seefeldt	W	
Chris Voll	W	

Others Present: Lance Leonhard, Gerry Klein, Mary Palmer

VIA WEB: Ralph Illick, Jason Hausler, Ann Herda-Rapp, Vicki Resch,

1. **Call Meeting to Order**

The Extension, Education & Economic Development Committee meeting was called to order at 4:00 p.m. by Chair Guild.

2. **Public Comment:**

3. **Approval of the Minutes** of the July 2, 2020, Extension, Education & Economic Development Committee (EEED) Meeting.

**MOTION BY VOLL, SECOND BY LO, TO APPROVE THE MINUTES OF THE JULY 2, 2020, EXTENSION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE MEETING.
MOTION CARRIED.**

4. **Policy Issues Discussion and Potential Committee Determination:** None

5. **Operational Functions required by Statute, Ordinance or Resolution:** - None

6. **Educational Presentations and Committee Discussion**

A. Reports from Committee-Affiliated Departments and Organizations

1. UW Madison Division of Extension

- General update on staff education efforts
- Relationship of local Master Gardener groups with Extension
- Horticulture position – potential sharing of position with Wood County

Discussion:

In the written report that is in the packet, Jason Hausler highlighted the various programs.

In previous years administrative support was provided by (UWEX) UW Madison Division of Extension for the Master Gardner's program. Through a Memorandum of Understanding (MOU) the Master Gardner's are aligning with UW Madison's mission and vision and will not be allowed to sign anything on behalf of the University. UW Madison is looking to create a position in Madison to streamline support for all Master Gardner groups throughout the State, freeing up about 12 hours in Marathon County. Marathon and Wood Counties have the largest Master Gardner groups in the State.

Being creative with the streamlining of Master Gardener support hours and staying in the reduced budget for 2021 for Marathon County the Horticulture position will be reduced by .2 or .3 and those hours will be given to Wood County to share this person keeping the position as full time. It is desirable to have the educators out in the field rather than doing administrative work. This is supported by both Wood and Marathon Counties.

Follow Through:

No follow through needed at this time.

2. UW-Stevens Point Wausau

Discussion:

Ann Herda-Rapp, Wausau Campus Executive. The finance committee went through with CIP approval for an RFP for a new apartment building/dorm. The money in their fund has been approved to be used on the apartment building/dorms and grounds. Other CIP carpet replacement, pool work, roof, etc. are complete. Students will be in classes this fall. The courses will be a mix of in person, virtual and a combination of both. So far it looks like freshman class will be up 34% over last year and over all up around 11%. It's believed that these numbers will increase.

Administrator Leonhard is meeting with the Mayor and a City Planner from the City of Wausau on Monday to see if the city is willing to commit to a partnership for the RFP.

Follow Through:

No follow through needed.

3. MCDEVCO

Discussion:

Vicki Resech, Director, is working on vetting about 300 applications for loans and has started writing checks. She is also talking to small business from Abbotsford to Hatley. Growth, Entrepreneurs, Accessible, Resources, Support (GEARS) program will start 9/14/20 through 1/11/21 via Zoom. There will be thirty hours of instruction, will have a counselor and will work with entrepreneurs to approve business plan, financial plan and Dolphin Tank (like Shark Tank where center users can pitch ideas and receive constructive criticism). It's budget time at MCDEVCO.

Follow Through:

No follow through needed.

4. Marathon County Public Library

a) Reopening Plan

Discussion:

Ralph Illick, Library Director, at the Library Board meeting on August 17. He is working with Health Department to consider more openings. Currently road side and drive up service is available in Marathon and Wausau. Appointments are available at Wausau for computer access and branches have limited access and intentional browsing. If you touch you take home or the book/periodical is quarantined for 4 days. They will have home schooling type materials in each community. Putting extra emphasis on this through social media. Hopefully will help with parents for teaching at home.

To work with reducing their budget they have cut back on purchases of materials where redundancy is there. Like rather than buying 10 copies only buy 6. Longstanding issues with main building are being resolved. New windows will be installed in the next few weeks thanks to a good discount from Kolbe and Kolbe. Flashing, etc. are also being rectified. If the roof can't be done by the end of this year, it will be finished in the spring. Inside and outside are looking good.

Follow Through:

No follow through needed.

7. **Announcements, Next Meeting Date and Time:**

A. Future committee calendar

- The next meeting will be Thursday, September 3, 2020 at 4:00 p.m. Let Mary Palmer and/or Chair Sara Guild know if you are unable to attend.
- No announcements.

8. **Adjourn**

There being no further business to discuss, **MOTION BY LO, SECOND BY SEEFELDT TO ADJOURN THE MEETING. MEETING ADJOURNED AT 4:50 P.M. MOTION CARRIED.**



MARATHON COUNTY HEALTH AND HUMAN SERVICES COMMITTEE MEETING

MINUTES

Wednesday, August 5, 2020 at 4:00 p.m.

Courthouse Assembly room, 500 Forest Street, Wausau WI 54403

Attendance:	Present	Absent
Tim Buttke, Chair	X	
Michelle Van Krey, Vice Chair	W	
Dennis Gonnering	W	
William Harris	W	
Donna Krause	X	
Tom Seubert	W	
Romey Wagner		X

Also Present: Lance Leonhard, Joan Theurer, Vicki Tylka, Mary Palmer
Via Web – Dave Mack, Kathi Zoern, John Robinson

1. Call Meeting to Order

Chair Tim Buttke called the meeting to order at 4:00 p.m.

2. Public Comment:

3. Approval of the July 1, 2020, Committee meeting minutes.

MOTION BY DONNERING; SECOND BY HARRIS, TO APPROVE THE JULY 1, 2020, HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES, AS CORRECTED. MOTION CARRIED.

CORRECTION to July 1st Minutes – Supervisor Donna Krause was not present.

4. Policy Issues for Discussion and Possible Action: - None

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

A. Committee Request for Metro Ride to evaluate a Potential Route to serve River Drive

Discussion:

The Transit Commission for the City of Wausau has been asked to place a bus stop on River Drive by Island Place. At the August 20th Transit Commission meeting they will evaluate and finalize the route. A letter of support is requested from the County. There will be a public hearing prior to the vote to approve the route change.

Action:

No action taken.

Follow up:

Draft a letter of support.

B. Committee Request for Metro Ride to evaluate a Pilot Weekly Bus Route to Rib Mountain

Discussion:

The Transit Commission would like to do a pilot study on whether to have a weekly bus route from the transit center downtown Wausau to the Rib Mountain shopping area. It could look like six – one hour routes between 10:00 am and 2:00 pm. on Fridays. Some entity needs to provide a local share of the cost to move out of the City of Wausau to another municipality. It could be a public or private source. The annual cost share would be just under \$4,000. The rest of the funding would come from state and federal share which the City can obtain. Total cost estimate for the pilot is \$16,972.94.

Committee members want more information, a concrete plan, and how long will the pilot last? Right

now information is being gathered. Looking for Rib Mountains support the pilot, but not funding.

Action:

No Action taken.

Follow up:

Bring back in September and invite Supervisor Johnson to bring a resolution to move to the Board. Also invite Greg Seubert from Wausau Metro Ride.

C. Creation of two, 1.0 FTE Social Service Specialist positions (funded by existing Base-County Allocation) in the Marathon County Department of Social Services

Discussion:

Vicki Tylka, Social Services Director, introduced herself. She explained the reason for the request of the two positions is due to a federal law changes and the reduction of funds for out of home placements. It's supposed to be an incentive for children to stay at home or return home faster from out of home placements. It is mandated by the state that we are legally responsible to protect those children who are abused or neglected, but keep kids at home, if it's safe

These social services specialist positions will support the work of social workers. They will work with high risk families of out of home placements and those under 17 that could be a danger to the community. No tax levy would be used for these positions. As a larger department they have flexibility to move staff around if funding disappears.

Administration supports these positions to be created as soon as possible in 2020. This is an investment to keep children in their homes.

Action:

MOTION BY HARRIS; SECOND BY GONNERING TO APPROVE THE CREATIONS OF TWO, 1.0 FTE SOCIAL SERVICE SPECIALIST POSITIONS (FUNDED BY EXISTING BASE-COUNTY ALLOCATION) IN THE MARATHON COUNTY DEPARTMENT OF SOCIAL SERVICES AND MOVE THEM FORWARD TO HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE. MOTION CARRIED.

Follow up:

Send to HR, Finance & Property

6. Educational Presentations and Committee Discussion

A. Discussion on Potential Value of Legislation Authorizing the Creation of a Regional Transit Authority (RTA)

Discussion:

Dave Mack, Conservation, Planning & Zoning, staffs the Transportation Coordinating Committee (TCC). This committee provides leadership for coordination and evaluation of transportation needs for Marathon County's specialized populations.

Counties that have RTA's can develop a funding stream. Locally we are looking at what we would like the state to do. The conversation that took place at the TCC was explained, that we are just asking legislators to allow the creation of the RTA or discuss it for this area. Currently there are no drawbacks. It just gives the authority to begin the discussions.

Supervisor Harris believes the future is expanding transportation and create cooperation, resources and funding. Thinks it's the way of the future. Look at future riders, not just now.

Follow up:

Put on the September agenda for action and bring resolution forward.

B. Update on State funding to local Health Department to Carry Out Pandemic Related Work

Discussion:

Joan Theurer, Health Officer, explained that health departments have received a number of grants.

The total dollar amount to be recouped is about \$1.5 million. The funds are used in part for the following:

- Contact tracing: 1) initial notifications; 2) provide education and make sure they are safe and 3) monitoring functions, by phone initiate daily calls or use an app to report self-monitoring. Full costs will not be recouped.
- Testing Coordinator Position to ensure a coordinated effort related to testing with various contiguous counties. Start looking at what are creative alternative ways to do testing such as the National Guard and what systems can we put in place.
- Update emergency preparedness plan eligible up to \$32,000 but we don't have staff with expertise or capacity to spend all those funds.
- Money that could be moved forward must be spent by year end
- A public health person is working full time with public and private school districts on schools openings. We are not advising what policies the schools should put in place, but are providing information and making recommendations.

Staff and residents of nursing homes have all been tested for baseline. Some nursing homes can do it every 2 weeks, but some do not have enough supplies to do it that often. Also regular testing is happening in correctional settings (more at state level). Would it be good to go into our schools and test before an outbreak in our schools? Some universities would like to see this happen, but because of limited testing supplies testing students aren't priorities right now.

One case report can result up to 30 or 40 contacts.

Follow up:

No follow through needed.

C. Provision of Masks to Guests at County Buildings

Discussion:

Marathon County is providing masks to the public at each building. Using the strategy method, the public will be provided cloth (reusable) face coverings. We are partnering with Boys and Girls Club to put together a bag with a cloth mask and information on how to put on, take off and how to take care of the mask.

Court Security estimates that about 95% of individuals coming into the courthouse are wearing masks. Over all good compliance with the public.

Follow up:

No follow through needed.

D. Update on the work of the Wisconsin Counties' Association Workgroup on County Communicable Disease Ordinance Best Practices

Discussion:

The WCA work group is close to issuing their final document and anticipate that it will be released the week of August 17th. The document will be a white paper with an overview of public health officer authority and will break out types of orders with quarantine and general large scale outbreaks.

Health Department authority is clear in the statutes, but enforcement is not clear. Orders need to be limited and time and oversight of issuing an order. There will be good information and clarity for policy boards (county/municipalities) and where the gaps are.

WCA has put together a tool that provides COVID-19 data by County. Go to forward-analytics.net. You can see a variety of data and do comparisons by county.

If Marathon County would move forward with a new ordinance, we would need to have public input. The first steps would be to find out what WCA's recommendations are and what are the implications to

the county? Most people are unaware of the authority of the health department. The public, committee and county board members need to be educated.

Early on the Health Department had staff resources to monitor those quarantined. One out ten needed coaxing. As of July with increase in cases, monitoring stopped. Now people are contacted by sending a letter in the mail and provide them expectations. We do not have enough staff for one-on-one monitoring with the increase in cases.

Follow up:

No follow through needed.

7. Next Meeting Logistics and Topics:

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

- Future items for discussion:
- Next meeting Wednesday, September 2, 2020, at 4:00 p.m.

8. Announcements: None were given

9. Adjournment

There being no further business to discuss, **CHAIR BUTTKE ADJOURNED THE MEETING AT 5:34 P.M.**

Minutes Prepared
By Mary Palmer



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MINUTES

Wednesday, August 5, 2020, at 2:00 p.m.
Courthouse Assembly Room – B-105, 500 Forest St, Wausau

Attendance:

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Matt Bootz, Chair	X	
Brent Jacobson, Vice-Chair	W	
Kelley Gabor	W	
Bruce Lamont	W	
Jean Maszk	W	
Allen Opall	W	
Arnie Schlei	W	

Others Present: Lance Leonhard, Sean McCarthy, Mary Palmer

Via Web: Kelly Schremp, Jessica Blahnik, Gerry Klein, Craig McEwen, Shirley Lang

1. Call Meeting to Order

The meeting was called to order by Chair Matt Bootz at 2:00 p.m.

2. Public Comment (15 minute limit) – None

3. Approval of the Minutes of the Public Safety Meeting on July 1, 2020

MOTION BY LAMONT; SECOND BY SCHLEI TO APPROVE THE MINUTES OF THE JULY 1 2020 COMMITTEE MEETING. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination to the County Board for its Consideration - None

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

6. Educational Presentations/Outcome Monitoring Reports

A. Update on the Regional Morgue (Forensic Science Center) Business Plan

Discussion:

Leonhard gave a brief overview on the draft Business Plan for the Forensic Science Center. If you have any issues with the plan in its current form, let Lance know. It's important to partner with the medical systems before we move forward. They offer the expertise in attracting, recruiting and retaining physicians. It's a more attractive offer if we are affiliated with a medical system. It would allow the pathologist to connect with the physicians in the medical system and a hospital. The meetings with Marshfield and Portage County were very encouraging. Aspirus is also interested in partnering with this. Relationships with the medical system have strengthened through the pandemic.

When developing the business plan they accessed plans from other Counties and capitalized on their experiences.

The only thing missing from business plan is the financial model (page 15). That number will be changing and updated.

Follow through:

No follow through requested.

B. Marcy's Law – Impact it has on District Attorney's Office and Court Operations

Discussion:

This item will be brought back in September.

Follow through:

Bring back next month.

- C. Marathon County Sheriff's Office Seeking Information Relative to Implementation Of Body Cameras as Part of 2021 Annual Budget

Discussion:

Captain Sean McCarthy this is a discussion the Sheriff's Department had pre-pandemic – video systems for squads and body cams. Our current system is over 15 years old – squad video cameras have a very narrow range and when outside the vehicle range there is only audio. A Request for Information (RFI) was done in early 2020 and have four viable vendors. After reviewing the RFI's they have a good idea of what equipment they want. The next step is to put out a Request for Proposal (RFP). The request will be included in the 2021 budget and forward. They will be purchasing software and storage and basically renting the equipment and that would get updated periodically. The Wausau Police Department has worn body cameras for a couple of years already.

Follow through:

No follow through requested.

- D. FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG)

Discussion:

Captain Sean McCarthy gave an update on the FY 2020 Edward Byrne Memorial Justice Assistance Grant. They will receive \$10,576 which is shared with the Wausau Police Department. This year they will purchase GreyKey software and a program device for accessing iPhones that are password protected. The software costs approximately \$18,000. They have funding for the difference.

Follow through:

No follow through requested.

7. Next Meeting Time, Location, Announcements and Agenda Items

- A. Next meeting: September 2, 2020 at 2:00 p.m.
Update on the Strategic Plan (Craig McEwen)
Update Criminal justice study
Update on the Jail and Covid (Ask Chad to attend)

- B. Announcements: None

8. Adjournment

**MOTION BY OPALL; SECOND BY MASZK TO ADJOURN THE MEETING. MOTION CARRIED.
(2:27 pm)**

Respectfully submitted by,
Mary Palmer