

# WASHBURN COUNTY BOARD OF SUPERVISORS AGENDA –DRAFT

February 21, 2017

6:00 p.m.

County Board Room, Elliott Building, Shell Lake, Wisconsin

1. Call Meeting to Order – Chair Mackie
2. Moment of Silent Meditation and Pledge of Allegiance – Supv. Ricci
3. Notice of Meeting - County Clerk Olson
4. Roll Call – County Clerk Olson
5. Approval of Agenda
6. Approval of January 25, 2017 County Board Proceedings
7. Recommendation for Approval to Appoint District 1 Supervisor
8. Update on Trego Lake District Project – Tom Frost
9. Finance Director Report – Jane Dvorak
10. Concerned Citizens

## 11. Consent Agenda

- A. Issuance of Tax Deeds by the County Clerk to the County for Certain Unredeemed Properties
- B. Resolution to Update the Washburn County Purchasing Policy – 5-107 Sales Tax Exemption
- C. Fire Wardens Approvals for DNR

## 12. Other Resolutions and Ordinances

- A. Resolution to Increase the 2017 Register of Deeds and Surveyors Budgets for the Wisconsin Land Information Program Grant – Supv. Fiedler
- B. Resolution to Increase the 2016 Emergency Government Department Budget - Donation Award for Fiscal Year 2016 – Supv. Fiedler
- C. Resolution to Increase the 2016 Washburn County Sheriff's Office Budget – Grant Award for Fiscal Year 2016 – Supv. Fiedler
- D. Resolution to Approve Purchase of a Utility Vehicle for the Sheriff's Department – Supv. Fiedler
- E. Resolution to Increase the 2016 Highway Department Budget for Purchase of Sand Bags – Supv. Fiedler
- F. Resolution to Increase the 2017 Forestry Department Parks Budget – Campground Engineering Costs – Supv. Fiedler
- G. Ratification of the 2017 Sheriff Deputies Local 225 Labor Agreement – Supv. Esser
- H. Resolution to Approve the Merging of Register of Probate Duties with Clerk of Circuit Court – Supv. Esser
- I. Resolution to Increase the 2017 Emergency Government Department for 2016 DMA Homeland Security Program Exercise Grant – Supv. Fiedler
- J. Resolution to Increase the 2017 Emergency Government Department for Hazardous Materials Training – Award for Fiscal Year 2017 – Supv. Fiedler
- K. Resolution to Adopt Wis DOT Frozen Road Law for Washburn County Roads – Supv. Ricci

13. Committee Reports
14. Chair Appointments
15. Citizen Comments
16. Chair Comments
17. Possible Future Agenda Items – Presentation by Tammy Hopke
18. Audit Per Diems
19. Adjourn

Respectfully submitted,  
Lolita Olson, County Clerk

**WASHBURN COUNTY BOARD OF SUPERVISORS MINUTES –DRAFT**

January 25, 2017

6:00 p.m.

County Board Room - Elliott Building - Shell Lake, Wisconsin

PLEASE NOTE – RESCHEDULED FOR WEDNESDAY, JANUARY 25<sup>TH</sup>, 2017

1. Call Meeting to Order at 6:00 p.m. by Chair Mackie
2. Moment of Silent Meditation and Pledge of Allegiance was lead by Supv. Ricci
3. Notice of Meeting was read by County Clerk Olson
4. Roll Call was done by County Clerk Olson. Present: (17), Absent/Excused: (3) Stoll, Wood, Sather; Resignation (1) Bobin. No Youth Present.
5. Approval of Agenda on motion by Fiedler, 2<sup>nd</sup> by Haessig; MC.
6. Approval of November 15, 2016 County Board Proceeding on motion by Ricci, 2<sup>nd</sup> by Esser; MC.
7. Retirement of Clerk of Circuit Court Karen Nord - certificate presented by Chair Mackie.
8. Review of Ipad Usage Survey – Tom Boron will review the surveys collected tonight and compile results.
9. Concerned Citizens – none at this time.
  
10. **Consent Agenda Resolutions:** motion to approve by Masterjohn, 2<sup>nd</sup> by Reiter; Quinn requested D & E to be taken out for consideration; MC. Voice vote indicates Thompson abstaining from Item A; otherwise all ayes. MC.
  - A. Rezoning Petitions and Amendatory Ordinances
  - B. **Resolution 1-17 to Approve an Update to the Washburn County Employee Handbook – Policy B-4** regarding pool accessibility
  - C. **Resolution 2-17 to Approve an Update to the Washburn County Employee Handbook – Policy 3.13** – Emergency Conditions regarding wage compensation
  - D. **Resolution 3-17 to Return the CVSO Grant to a Block Grant Structure** - motion to approve by Ford, 2<sup>nd</sup> by Quinn. Discussed goal to synchronize grant periods with the county's fiscal year; reimbursement and structure reviewed. Voice vote indicates all ayes; MC.
  - E. **Resolution 4-17 (opposing) Regionalization of County Veterans Service Offices** – motion to approve by Quinn, 2<sup>nd</sup> by Haessig. Discussed opposition to regionalization. Voice vote indicates all ayes; MC.
  
11. **Other Resolutions and Ordinances:**
  - A. **Resolution 5-17 to Increase the Washburn County Sheriff's Office 2017 Budget – Ballistic Vests** – motion to approve by Fiedler, 2<sup>nd</sup> by Reiter. Discussed purchasing policy in regard to proper bidding process; the vendor for these SRT vests is the same one that provides the vests for the deputies; reviewed commitment to the vendor with this purchase. Roll Vote: Yes (17), No (0); MC.
  - B. **Resolution 6-17 to Transfer Funds from the 2016 Land and Water Conservation Budget to Vernon County** – motion to approve by Fiedler – 2<sup>nd</sup> by Masterjohn. Roll Vote: Yes (17), No (0); MC.
  - C. **Resolution to Carry Forward from 2016 Special Projects Budget to 2017 - Heart of the North** – motion to approve by Fiedler – 2<sup>nd</sup> by Hoepfner. Chair Mackie explained that the HON group is a take off from Superior Days and has five counties involved (Sawyer, Burnett, Washburn, Rusk, Barron). This is a lobbying group with representatives going to Madison on February 9<sup>th</sup>. Our suggested contribution is \$1000. Roll Vote: Yes (17), No (0); MC.
  
12. Committee Reports – Dispensed at this time.
13. Chair Appointments – Committee changes were made by the Chair due to the resignation of Mr. Bobin - Mr. Haessig appointed to Finance, Mr. Fiedler to Exec, Mr. Graber to Personnel. Mr. Sather to Zoning. Motion to approve by Fiedler, 2<sup>nd</sup> by Masterjohn. MC.

14. Citizen Comments – Tom Boron, IT Director, indicated he will miss Mr. Haessig from IT committee. Shannon Anderson, currently Register in Probate, has been appointed to the Clerk of Circuit Court.

15. Chair Comments – read letter from Janet Bewley thanking the board for adopting the resolution regarding children & families. Chair requested that all cell phones be turned off during meetings; if there is an emergency in which the phone needs to be on or in silent mode, please notify the chair, otherwise please keep off.

16. Possible Future Agenda Items – Mr. Ricci questioned a bill paid for an investigation regarding the Clerk of Circuit Court's office.

17. Audit Per Diems on motion by Masterjohn, 2<sup>nd</sup> by Hoepner; MC.

18. Adjourn at 6:31 pm. on motion by Quinn, 2<sup>nd</sup> by Hoepner. MC.

Copy via email: County Clerk; Department Heads; News Media. Elliott Building is handicapped accessible; enter through south entrance. Individuals with qualifying disabilities under the Americans with Disabilities Act, in need of accommodations, should contact the County Clerk's Office at 715-468-4600 at least 24 hours prior to the meeting.

**Washburn County**  
**January - December 2016 Preliminary**  
**Budget to Actual - Comparison**

2016 BUDGET ALLOCATED JAN-DEC UNAUDITED				2016 ACTUAL YEAR TO DATE 12/31/2016				Percent of
EXPEND.	REVENUES(a)	TAX LEVY		EXPEND.	REVENUES	TAX LEVY	INCOME (LOSS)	Exp Actual to Exp. Budget
<b>JUSTICE AND PUBLIC SAFETY</b>								
\$548,576	\$249,807	\$298,769	CIRCUIT COURT SERVICES	\$582,305	\$274,713	\$298,769	(\$8,824)	106%
\$224,986	\$39,940	\$185,046	DISTRICT ATTORNEY	\$224,405	\$18,868	\$185,046	(\$20,491)	100%
\$41,922	\$12,000	\$29,922	CORONER	\$49,783	\$12,550	\$29,922	(\$7,311)	119%
\$3,500,825	\$144,450	\$3,353,129	SHERIFF AND JAIL	\$3,580,322	\$162,083	\$3,353,129	(\$65,110)	102%
<u>\$84,358</u>	<u>\$44,172</u>	<u>\$40,126</u>	EMERGENCY PREPAREDNESS	<u>\$88,119</u>	<u>\$65,864</u>	<u>\$40,126</u>	<u>\$17,871</u>	104%
\$4,400,667	\$490,369	\$3,906,992	<b>Subtotal: Justice &amp; Public Safety</b>	\$4,524,934	\$534,078	\$3,906,992	(\$83,864)	103%
<b>HEALTH AND HUMAN SERVICES</b>								
\$278,672	\$284,763	(\$6,091)	CHILD SUPPORT	\$211,382	\$233,001	(\$6,091)	\$15,528	76%
\$246,029	\$246,029		ADRC	\$275,161	\$233,466	\$0	(\$41,695)	112%
\$643,916	\$336,071	\$307,845	UNIT ON AGING	\$567,504	\$365,412	\$307,845	\$105,753	88%
<b>HEALTH &amp; HUMAN SERVICES</b>								
\$592,703	\$293,648	\$299,055	Public Health	\$755,526	\$427,909	\$299,055	(\$28,562)	127%
\$3,251,320	\$2,122,875	\$1,112,946	Human Services	\$3,509,839	\$2,391,754	\$1,112,946	(\$5,139)	108%
\$193,240	\$36,875	\$156,365	VETERAN'S SERVICES	\$173,388	\$40,030	\$156,365	\$23,007	90%
<u>\$66,660</u>	<u>\$32,500</u>	<u>\$34,160</u>	OTHER	<u>\$64,728</u>	<u>\$24,715</u>	<u>\$34,160</u>	<u>(\$5,853)</u>	97%
\$5,272,540	\$3,352,761	\$1,904,280	<b>Subtotal: Health &amp; Human Services</b>	\$5,557,527	\$3,716,286	\$1,904,280	\$63,039	105%
<b>PARKS, ENVIR, EDUCATION &amp; LAND USE</b>								
\$222,026	\$217,950	\$4,076	REGISTER OF DEEDS	\$213,551	\$231,413	\$4,076	\$21,938	96%
\$92,110	\$10,000	\$72,960	LAND RECORDS	\$58,514	\$6,603	\$72,960	\$21,049	64%
\$893,327	\$474,406	\$414,227	PLANNING & LAND RES. MGMT.	\$914,944	\$545,707	\$414,227	\$44,990	102%
\$200,752	\$3,000	\$197,752	UW-EXTENSION	\$211,506	\$2,007	\$197,752	(\$11,746)	105%
\$320,313	\$66,185	\$241,001	ECONOMIC DEVELOPMENT	\$284,889	\$78,183	\$241,001	\$34,295	89%
\$279,598	\$0	\$279,598	LIBRARY, FAIR & HIST SOCIETY	\$284,598	\$0	\$279,598	(\$5,000)	102%
\$106,725	\$106,725	\$0	OTHER	\$169,829	\$272,241	\$0	\$102,412	159%
\$163,685	\$145,000	\$0	FORESTRY (55200) County Parks	\$146,977	\$171,635	\$0	\$24,658	90%
\$535,357	\$1,455,348	\$0	FORESTRY (56100) Incl Timber Sale	\$505,638	\$2,045,106	\$0	\$1,539,467	94%

2016 BUDGET ALLOCATED JAN-DEC UNAUDITED			2016 ACTUAL YEAR TO DATE 12/31/2016				Percent of	
EXPEND.	REVENUES(a)	TAX LEVY		EXPEND.	REVENUES	TAX LEVY	INCOME (LOSS)	Exp Actual to Exp. Budget
\$465,737	\$459,737	\$0	Forest Land Developed	\$362,487	\$566,301	\$0	\$203,814	78%
\$0	\$0	\$0	County Parks-Totogatic Pavilion	\$0	\$300	\$0	\$300	#DIV/0!
<u>\$36,548</u>	<u>\$36,548</u>	<u>\$0</u>	Other	<u>\$28,289</u>	<u>\$8,111</u>	<u>\$0</u>	<u>(\$20,178)</u>	77%
\$3,316,178	\$2,974,899	\$1,209,614	<b>Subtotal: Parks Etc.</b>	\$3,181,221	\$3,927,608	\$881,456	\$1,627,843	96%
Continued on next page								
<b>PUBLIC WORKS</b>								
\$7,815,980	\$6,305,567	\$1,511,013	HIGHWAY (incl. Road Construction)	\$6,811,631	\$5,987,953	\$1,511,013	\$687,334	87%
\$6,700	\$0	\$6,700	AIRPORT	\$6,700	\$0	\$6,700	\$0	100%
\$91,000	\$91,000	\$0	RECYCLING	\$113,572	\$160,846	\$0	\$47,273	125%
<u>\$33,820</u>	<u>\$95,350</u>	<u>\$0</u>	SOLID WASTE & SEWER GRANTS	<u>\$50,486</u>	<u>\$91,855</u>	<u>\$0</u>	<u>\$41,369</u>	149%
\$7,947,500	\$6,491,917	\$1,517,713	<b>Subtotal: Public Works</b>	\$6,982,389	\$6,240,653	\$1,517,713	\$775,977	88%
<b>GENERAL ADMINISTRATION</b>								
\$86,471	\$0	\$86,471	COUNTY BOARD	\$81,675	\$0	\$86,471	\$4,796	94%
\$152,557	\$0	\$152,557	CORPORATION COUNSEL	\$153,462	\$0	\$152,557	(\$905)	101%
\$229,971	\$171,932	\$58,039	COUNTY CLERK	\$241,267	\$173,292	\$58,039	(\$9,936)	105%
\$276,477	\$15,000	\$266,477	ADMINISTRATION/PERSONNEL	\$188,349	\$194	\$266,477	\$78,322	68%
\$265,974	\$30,000	\$231,974	FINANCE DEPARTMENT	\$260,732	\$30,008	\$231,974	\$1,250	98%
\$676,982	\$2,415	\$674,567	INFORMATION TECHNOLOGY	\$652,470	\$1,080	\$674,567	\$23,177	96%
\$208,009	\$1,550,720	(\$1,342,711)	COUNTY TREASURER	\$207,669	\$1,674,509	(\$1,342,711)	\$124,130	100%
\$594,244	\$28,074	\$566,170	BUILDINGS AND GROUNDS	\$560,739	\$12,561	\$590,578	\$42,400	94%
<u>\$531,172</u>	<u>\$173,363</u>	<u>\$357,809</u>	OTHER	<u>\$200,688</u>	<u>\$40,039</u>	<u>\$357,809</u>	<u>\$197,160</u>	38%
\$3,021,857	\$1,971,504	\$1,051,353	<b>Subtotal: General Administration</b>	\$2,547,050	\$1,931,682	\$1,075,761	\$460,393	84%
<u>\$1,032,372</u>	<u>\$0</u>	<u>\$1,032,372</u>	<b>DEBT SERVICE</b>	<u>\$2,363,890</u>	<u>\$1,341,338</u>	<u>\$1,032,372</u>	<u>\$9,819</u>	229%
<u>\$5,466,605</u>	<u>\$5,466,605</u>		<b>CAPITAL PROJECTS</b>	<u>\$1,191,288</u>	<u>\$1,278,190</u>	<u>\$0</u>	<u>\$86,902</u>	22%
<u>\$30,457,719</u>	<u>\$20,748,055</u>	<u>\$10,622,324</u>	<b>GRAND TOTAL</b>	<u>\$26,348,300</u>	<u>\$18,969,835</u>	<u>\$10,318,574</u>	<u>\$2,940,109</u>	87%

RESOLUTION # \_\_\_\_\_

**ORDERING ISSUANCE OF TAX DEEDS BY THE COUNTY CLERK  
TO THE COUNTY FOR CERTAIN UNREDEEMED PROPERTIES**

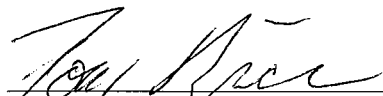
**WHEREAS**, several properties, descriptions of which are attached hereto, are the subject of tax certificates; and,

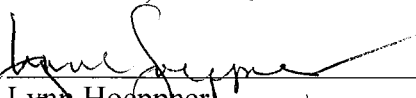
**WHEREAS**, the County Clerk has carefully compared the advertised descriptions of tax delinquent properties with tax certificates thereto and found no errors or omissions in said advertised descriptions and further found none of said properties were yet redeemed. The time prescribed for redemption shall be no later than 4:30 p.m. on Friday, March 24, 2017. Payments shall be made to the Washburn County Treasurer,

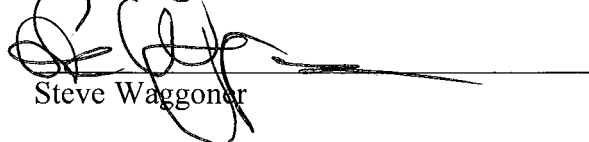
**THEREFORE BE IT RESOLVED THAT**, upon presentation of the tax certificate and proof of service of notice, the County Clerk is ordered, pursuant to Section 75.14 of the Wisconsin Statutes, to issue to Washburn County, a deed of said lands remaining unredeemed as of the end of the above described redemption period.

**FISCAL IMPACT: None**

Recommended for adoption by the Washburn County Public Property/Land Sale Committee the 6th day of February, 2017.

  
\_\_\_\_\_  
Tom Ricci, Chair

  
\_\_\_\_\_  
Lynn Hoepfner

  
\_\_\_\_\_  
Steve Waggoner

65-ALL		2013 taxes only	Real Estate Delinquency Listing Report	INTEREST & PENALTY	CALCULATED THROUGH	JANUARY, 2017		1/30/2017		
Tax ID	Mun No.	Pin	Current Ownership	Address 1	City State Zip	Description	Site Address	Tax Year	Due	
1123	004	65-004-2-38-13-05-5 05-001-002000	AMERSON, LINDA	W 9003 HIGHWAY 70	SPOONER WI 54801-8612	S05-T38N-R13W Government Lot 1	W 8997 HIGHWAY 70	2013	1,018.35	
20622	030	65-030-2-42-12-33-5 05-002-003000	ANDERS, TERRY J	W 6488 OLD BASS LAKE RD	MINONG WI 54859-9092	S33-T42N-R12W Government Lot 2	W 6488 OLD BASS LAKE RD	2013	483.40	
19967	030	65-030-2-42-12-21-5 15-570-502000	ANDERSON, SHARON	W 6656 NANCY LAKE RD	MINONG WI 54859	S21-T42N-R12W	W 6656 NANCY LAKE RD	2013	741.18	
2980	006	65-006-2-40-10-16-2 01-000-001000	AUBART, JEFFREY D	W 1581 TOWN HALL RD	SPRINGBROOK WI 54875	NENW S16-T40N-R10W	W 1581 TOWN HALL RD	2013	3,582.96	
125	002	65-002-2-37-13-07-3 03-000-009000	BAK, JULIE G	2435 MAPLE ST	FRANKLIN PARK IL 60131-3412	SWSW S07-T37N-R13W		2013	231.15	
118	002	65-002-2-37-13-07-3 03-000-002000	BAK 2003 DECLARATION OF TRUST, JULIE G	2435 MAPLE ST	FRANKLIN PARK IL 60131-3412	SWSW S07-T37N-R13W		2013	226.41	
139	002	65-002-2-37-13-07-3 04-000-010000	BAK 2003 DECLARATION OF TRUST, JULIE G	2435 MAPLE ST	FRANKLIN PARK IL 60131-3412	SESW S07-T37N-R13W		2013	187.37	
27627	042	65-042-2-39-12-12-3 01-000-001000	BAKER, JEAN M	22R VERNON ST	BROOKLINE MA 02446-4908	NESW S12-T39N-R12W		2013	146.76	
2079	006	65-006-2-40-10-02-4 02-000-001000	BARTHEL, MICHAEL L	PO BOX 121	HAYWARD WI 54843-0121	NWSE S02-T40N-R10W		2013	118.59	
6947	012	65-012-2-40-12-01-1 01-000-003000	BARTLE, PATRICK K	W 4985 COUNTY HWY F	SPRINGBROOK WI 54875	NENE S01-T40N-R12W	W 4985 COUNTY HWY F	2013	1,313.61	
34701	020	65-020-2-39-13-19-1 02-000-002000	BERG, CHAD A	W 9441 DOCK LAKE RD	SPOONER WI 54801-7691	NWNW S19-T39N-R13W	W 9441 DOCK LAKE RD	2013	2,993.32	
18357	028	65-028-2-38-11-18-2 04-000-001000	BLIHOVDE, LAUREN	1450 W POPLAR AVE	CAMERON WI 54822-7740	SENW S18-T38N-R11W	N 3951 FENANDER RD	2013	506.72	
23339	034	65-034-2-39-12-15-4 03-000-001010	BRADLEY, RICHARD C	2094 MESQUITE AVE UNIT 101	LAKE HAVASU CITY AZ 86403	SWSE S15-T39N-R12W	W 5886 COUNTY HWY A	2013	3,886.96	
23341	034	65-034-2-39-12-15-4 03-000-003000	BRADLEY, RICHARD C	2094 MESQUITE AVE UNIT 101	LAKE HAVASU CITY AZ 86403	SWSE S15-T39N-R12W		2013	630.81	
34266	034	65-034-2-39-12-15-4 03-000-005000	BRADLEY, RICHARD C	2094 MESQUITE AVE UNIT 101	LAKE HAVASU CITY AZ 86403	SWSE S15-T39N-R12W		2013	364.27	
25223	036	65-036-2-40-11-29-4 03-000-008000	BUCHLI, GARY M	1005 S LAKE ST APT E	NEENAH WI 54956	SWSE S29-T40N-R11W	W 4268 HIGHWAY 63	2013	2,904.65	
17609	026	65-026-2-37-11-25-2 03-000-001000	BURDICK, WILLIAM G	W 2845 COUNTY HWY D	BIRCHWOOD WI 54817	SWNW S25-T37N-R11W		2013	985.25	
17610	026	65-026-2-37-11-25-2 04-000-001000	BURDICK, WILLIAM G	W 2845 COUNTY HWY D	BIRCHWOOD WI 54817	SENW S25-T37N-R11W		2013	985.25	
17613	026	65-026-2-37-11-25-3 02-000-001000	BURDICK, WILLIAM G	W 2845 COUNTY HWY D	BIRCHWOOD WI 54817	NWSW S25-T37N-R11W		2013	168.99	
17661	026	65-026-2-37-11-26-4 01-000-001000	BURDICK, WILLIAM G	W 2845 COUNTY HWY D	BIRCHWOOD WI 54817	NESE S26-T37N-R11W		2013	180.88	
17662	026	65-026-2-37-11-26-4 02-000-001000	BURDICK, WILLIAM G	W 2845 COUNTY HWY D	BIRCHWOOD WI 54817	NWSE S26-T37N-R11W		2013	182.39	
16794	026	65-026-2-37-11-09-3 02-000-003000	BUTTERFIELD, CLINTON J	N 1852 BURMA RD	SARONA WI 54870	NWSW S09-T37N-R11W	N 1852 BURMA RD	2013	821.40	
26225	038	65-038-2-41-10-35-2 03-000-001000	CAPELLE, KARLA	W 1092 HIGHWAY 63	HAYWARD WI 54843	SWNW S35-T41N-R10W	W 1092 HIGHWAY 63	2013	823.48	
16747	026	65-026-2-37-11-08-3 02-000-001000	CARPENTER, REGINA A	W 4481 LAZY C RD	SARONA WI 54870	NWSW S08-T37N-R11W	W 4481 LAZY C RD	2013	2,000.77	
1542	004	65-004-2-38-13-21-3 01-000-001000	CHANEY, DAVID	55W 96TH ST APT 2M	BLOOMINGTON MN 55420	NESW S21-T38N-R13W	W 8792 COUNTY HWY B	2013	3,462.24	
34250	004	65-004-2-38-13-21-3 04-000-002000	CHANEY, ROBERT	1510 LOGAN AVE N	MINNEAPOLIS MN 55411-3174	SESW S21-T38N-R13W	W 8711 COUNTY HWY B	2013	966.14	
19008	028	65-028-2-38-11-31-3 02-000-002000	CLARK, NOAH D	1045 22ND ST LOT 30	CHETEK WI 54728	NWSW S31-T38N-R11W	N 2602 COUNTY HWY P	2013	333.94	
29189	106	65-106-2-37-10-25-5 15-526-630500	COLBERT, JOHN H	W 1110 COUNTY RD D	BIRCHWOOD WI 54817-9135	S25-T37N-R10W	120 S WILSON ST	2013	1,681.48	
30683	281	65-281-2-39-12-30-5 15-631-705000	COLEGROVE, KATHLEEN J	PO BOX 15	SPOONER WI 54801-0015	S30-T39N-R12W	706 BENJAMIN ST	2013	482.65	
30684	281	65-281-2-39-12-30-5 15-631-705500	COLEGROVE, KATHLEEN J	PO BOX 15	SPOONER WI 54801-0015	S30-T39N-R12W		2013	492.53	
32549	282	65-282-2-38-13-25-5 15-004-705000	CONNERS, REILLY	PO BOX 256	SHELL LAKE WI 54871-0256	S25-T38N-R13W	218 8TH AV	2013	209.88	
33369	020	65-020-2-39-13-17-3 03-000-003010	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	SWSW S17-T39N-R13W		2013	800.62	
33370	020	65-020-2-39-13-17-3 04-000-001010	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	SESW S17-T39N-R13W		2013	1,163.96	
33373	020	65-020-2-39-13-17-4 03-000-001010	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	SWSE S17-T39N-R13W		2013	1,048.15	
34603	020	65-020-2-39-13-17-5 15-384-500000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,269.76	
34605	020	65-020-2-39-13-17-5 15-384-501000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,365.59	
34613	020	65-020-2-39-13-17-5 15-384-503000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,419.47	
34620	020	65-020-2-39-13-17-5 15-384-504000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,365.59	
34621	020	65-020-2-39-13-17-5 15-384-505000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,319.66	
34622	020	65-020-2-39-13-17-5 15-384-506000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,130.01	
34624	020	65-020-2-39-13-17-5 15-384-508000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,419.47	
34625	020	65-020-2-39-13-17-5 15-384-509000	COOPER TRUST, DORI LING	2310 S CANAL ST UNIT 504	CHICAGO IL 60616-2185	S17-T39N-R13W		2013	1,405.97	
23317	034	65-034-2-39-12-15-1 01-000-004000	DANIELS, STEVEN R	W 5719 DILLY LAKE RD	TREGO WI 54888	NENE S15-T39N-R12W	W 5719 DILLY LAKE RD	2013	1,095.18	
28676	042	65-042-2-40-12-34-4 01-000-012000	DANIELS CONSTRUCTION,	W 5719 DILLY LAKE RD	TREGO WI 54888-9301	NESE S34-T40N-R12W	N 7474 WOOD DR	2013	1,191.34	
19940	030	65-030-2-42-12-21-1 02-000-004000	DELICH, STEVE	7250 ARTHUR BLVD APT 101	MERRILLVILLE IN 46410-3881	NWNW S21-T42N-R12W		2013	107.36	
14303	020	65-020-2-39-13-36-1 04-000-002000	DENNIS TOWING AND RECOVERY LLC,	614 W MAPLE ST	SPOONER WI 54801-1230	SENE S36-T39N-R13W		2013	454.67	
14309	020	65-020-2-39-13-36-1 04-000-009010	DENNIS TOWING AND RECOVERY LLC,	614 W MAPLE ST	SPOONER WI 54801-1230	SENE S36-T39N-R13W	N 5136 AUTO LN	2013	1,826.08	
14310	020	65-020-2-39-13-36-1 04-000-010000	DENNIS TOWING AND RECOVERY LLC,	614 W MAPLE ST	SPOONER WI 54801-1230	SENE S36-T39N-R13W	W 7358 HIGHWAY 70	2013	338.67	
29688	151	65-151-2-42-12-23-5 15-700-581500	DERRICKSON, CHRISTINE A	5935 ROONEY DR	EAU CLAIRE WI 54701-6793	S23-T42N-R12W	313 W 5TH AV	2013	4,095.78	
29689	151	65-151-2-42-12-23-5 15-700-582000	DERRICKSON, CHRISTINE A	5935 ROONEY DR	EAU CLAIRE WI 54701-6793	S23-T42N-R12W		2013	94.22	
14191	020	65-020-2-39-13-35-2 02-000-003000	EDWARDS, KAREN L	W 8043 CARLTON RD	SPOONER WI 54801-7616	NWNW S35-T39N-R13W	W 8043 CARLTON RD	2013	484.76	

65-ALL		2013 taxes only	Real Estate Delinquency Listing Report	INTEREST & PENALTY	CALCULATED THROUGH	JANUARY, 2017	1/30/2017		
Tax ID	Mun No.	Pin	Current Ownership	Address 1	City State Zip	Description	Site Address	Tax Year	Due
17376	026	65-026-2-37-11-22-5 15-426-508000	ELI INVESTMENTS LLC,	N 2445 LONG LAKE RD	BIRCHWOOD WI 54817	S22-T37N-R11W	N 1130 LITTLE BEAR RD	2013	4,684.28
31230	281	65-281-2-39-12-31-5 15-590-524000	EMERSON, LORRIN R	416 DALE ST	SPOONER WI 54801-1208	S31-T39N-R12W		2013	448.50
8858	014	65-014-2-40-13-26-1 03-000-007000	FENTON, WELDON CARL	PO BOX 473	SPOONER WI 54801-0473	SWNE S26-T40N-R13W	W 7840 SANDY LN	2013	1,789.13
13594	020	65-020-2-39-13-18-3 03-000-001000	FERGUSON, RICHARD	W 9626 DOCK LAKE RD	SPOONER WI 54801	SWSW S18-T39N-R13W	W 9626 DOCK LAKE RD	2013	1,393.09
30884	281	65-281-2-39-12-31-5 15-032-611500	FIELD, TRACY MARIE	150 N SUMMIT ST	SPOONER WI 54801	S31-T39N-R12W	150 N SUMMIT ST	2013	3,720.13
23247	032	65-032-2-37-12-36-1 01-000-001000	GOHDE, JAMES R	W 4944 PIERCE RD	SARONA WI 54870	NENE S36-T37N-R12W	W 4944 PIERCE RD	2013	466.53
28410	042	65-042-2-40-12-30-1 04-000-002000	GREENWALD, BARBARA	N 7923 COUNTY HWY K	TREGO WI 54888	SENE S30-T40N-R12W	N 7923 COUNTY HWY K	2013	679.09
26182	038	65-038-2-41-10-34-1 01-000-002010	GREVE III, HARRY CHARLES	PO BOX 462	HAYWARD WI 54843-0462	NENE S34-T41N-R10W		2013	117.02
26184	038	65-038-2-41-10-34-1 02-000-001010	GREVE III, HARRY CHARLES	PO BOX 462	HAYWARD WI 54843-0462	NWNE S34-T41N-R10W LOT:001010	W 1265 HIGHWAY 63	2013	224.56
33760	038	65-038-2-41-10-34-1 04-000-001020	GREVE III, HARRY CHARLES	PO BOX 462	HAYWARD WI 54843-0462	SENE S34-T41N-R10W		2013	503.47
28073	042	65-042-2-40-12-23-5 05-001-002000	HAMMERSBERG, SCOTT J	713 FRANKLIN ST	SPOONER WI 54801-1020	S23-T40N-R12W Government Lot 1	N 8369 JACOBSON RD	2013	15.61
1604	004	65-004-2-38-13-23-3 02-000-001010	HANSEN, DALE	N 3512 SAWYER CREEK RD	SHELL LAKE WI 54871	NWSW S23-T38N-R13W		2013	471.46
14307	020	65-020-2-39-13-36-1 04-000-006000	HAYNES, NORMA L	W 6850 HOOP DR	SPOONER WI 54801-8402	SENE S36-T39N-R13W	W 7388 HIGHWAY 70	2013	168.84
13217	020	65-020-2-39-13-08-3 04-000-002000	HENDRICKS, BARBARA	W 9144 COUNTY HWY A	SPOONER WI 54801	SESW S08-T39N-R13W	W 9144 COUNTY HWY A	2013	1,886.25
21002	030	65-030-2-42-13-07-5 05-003-002000	HIRT, CHARLES C	5131 39TH AVE S	MINNEAPOLIS MN 55417	S07-T42N-R13W Government Lot 3	N 13894 COUNTY LINE RD	2013	4,576.96
13916	020	65-020-2-39-13-27-3 03-000-005000	HOBBS, DIANA L	W 8404 CARLTON RD	SPOONER WI 54801	SWSW S27-T39N-R13W	W 8404 CARLTON RD	2013	592.62
12109	016	65-016-2-41-13-35-1 01-000-005000	HONISH, MAUREEN K	284 ALBERT ST S	SAINT PAUL MN 55105-2459	NENE S35-T41N-R13W		2013	404.76
16749	026	65-026-2-37-11-08-3 02-000-003000	JACK PINE AND JUNIPER LLC,	W 4481 LAZY C RD	SARONA WI 54870	NWSW S08-T37N-R11W	N 1826 LAPCINSKI RD	2013	1,053.86
23804	034	65-034-2-39-12-25-5 15-104-504500	JACKSON, BRIAN K	6710 N SIDNEY PL APT 106	GLENDALE WI 53209	S25-T39N-R12W	N 5333 MANN RD	2013	1,148.56
23805	034	65-034-2-39-12-25-5 15-104-505000	JACKSON, BRIAN K	6710 N SIDNEY PL APT 106	GLENDALE WI 53209	S25-T39N-R12W		2013	862.66
13697	020	65-020-2-39-13-22-3 04-000-003000	JELLEN, JOSEPH	1088 BISHOP ST APT 1411	HONOLULU HI 96813-3119	SESW S22-T39N-R13W	W 8165 COUNTY HWY A	2013	543.43
28855	042	65-042-2-40-12-35-5 15-768-565000	JOHNSON, ADAM L	W 5630 PARK ST	TREGO WI 54888-9459	S35-T40N-R12W	W 5630 PARK ST	2013	624.69
15507	022	65-022-2-42-11-30-3 03-000-001000	JOHNSON, LEE B	N 12580 TAYLOR LAKE RD	MINONG WI 54859	SWSW S30-T42N-R11W	N 12580 TAYLOR LAKE RD	2013	1,837.60
19981	030	65-030-2-42-12-21-5 15-570-508500	JOHNSON, WILLIAM R	N 12980 GILMORE DR	MINONG WI 54859	S21-T42N-R12W		2013	213.37
19984	030	65-030-2-42-12-21-5 15-570-510000	JOHNSON, WILLIAM R	N 12980 GILMORE DR	MINONG WI 54859	S21-T42N-R12W	N 12980 GILMORE DR	2013	688.05
3723	008	65-008-2-38-12-06-5 05-008-016000	JORDAN, TERRY R	N 4853 FAIR GROUNDS RD	SPOONER WI 54801-8673	S06-T38N-R12W Government Lot 8		2013	560.62
3724	008	65-008-2-38-12-06-5 05-008-017000	JORDAN, TERRY R	N 4853 FAIR GROUNDS RD	SPOONER WI 54801-8673	S06-T38N-R12W Government Lot 8	N 4853 FAIR GROUNDS RD	2013	473.81
11567	016	65-016-2-41-13-16-2 01-000-014000	JORSTAD, MYRON D	1164 24 1/4 ST	CAMERON WI 54822-9763	NENW S16-T41N-R13W	N 11258 TATTOO DR	2013	349.05
20574	030	65-030-2-42-12-32-5 05-002-005000	KIESOW, WAYNE R	PO BOX 385	BARRON WI 54812-0385	S32-T42N-R12W Government Lot 2	W 7044 OLD BASS LAKE RD	2013	67.32
16093	024	65-024-2-41-11-28-5 05-001-003000	KRENIK, JOHN F	1270 CLEVELAND AVE S	SAINT PAUL MN 55116-2601	S28-T41N-R11W Government Lot 1	N 10460 NORTHERN LAKE RD	2013	1,859.43
16172	024	65-024-2-41-11-29-4 03-000-001000	KRENIK, JOHN FRANK	1270 CLEVELAND AVE S	SAINT PAUL MN 55116-2601	SWSE S29-T41N-R11W		2013	265.22
21675	030	65-030-2-42-13-24-5 05-002-010000	LEWIS, ANDREW	1308 VERNON ST	STOUGHTON WI 53589-2247	S24-T42N-R13W Government Lot 2	W 7510 NANCY LAKE RD	2013	1,245.61
32815	282	65-282-2-38-13-26-5 15-240-855500	LICZKOWSKI, RAYMOND J	PO BOX 165	SHELL LAKE WI 54871-0165	S26-T38N-R13W	103 3RD ST	2013	4,541.64
8040	014	65-014-2-40-13-08-5 05-001-002010	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 1		2013	378.78
8048	014	65-014-2-40-13-08-5 05-002-010000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 2		2013	253.20
8049	014	65-014-2-40-13-08-5 05-001-001000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 1	N 8991 LOWER MCKENZIE RD	2013	383.90
8050	014	65-014-2-40-13-08-5 05-001-002000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 1		2013	416.44
8051	014	65-014-2-40-13-08-5 05-001-003010	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 1		2013	89.95
8052	014	65-014-2-40-13-08-5 05-001-004000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	S08-T40N-R13W Government Lot 1		2013	134.80
26103	038	65-038-2-41-10-32-1 03-000-001000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	SWNE S32-T41N-R10W		2013	526.87
26111	038	65-038-2-41-10-32-2 03-000-001000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	SWNW S32-T41N-R10W	N 9994 TRANUS LAKE RD	2013	1,600.78
26112	038	65-038-2-41-10-32-2 04-000-001000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	SENW S32-T41N-R10W	W 2090 HIGHWAY 63	2013	856.97
26115	038	65-038-2-41-10-32-3 02-000-001000	LOVE, BARBARA A	N 9994 TRANUS LAKE RD	SPRINGBROOK WI 54875	NWSW S32-T41N-R10W		2013	449.30
32349	282	65-282-2-38-13-25-5 15-530-504000	LOY, KAREN	210 2ND AV	SHELL LAKE WI 54871-9701	S25-T38N-R13W	210 2ND AV	2013	2,773.59
27915	042	65-042-2-40-12-19-4 03-000-001000	MACK, OLIVE L	W 7078 RAPPY LAKE RD	TREGO WI 54888	SWSE S19-T40N-R12W	W 7024 RAPPY LAKE RD	2013	1,477.17
22244	032	65-032-2-37-12-01-5 05-002-005000	MARINO, JOHN T	N 2481 COUNTY HWY P	SARONA WI 54870	S01-T37N-R12W Government Lot 2	N 2481 COUNTY HWY P	2013	4,160.43
3772	008	65-008-2-38-12-06-5 15-292-500000	MASTERJOHN, DAVID R	PO BOX 144	SPOONER WI 54801-0144	S06-T38N-R12W LOT:1	N 4817 FAIR GROUNDS RD	2013	1,834.70
3891	008	65-008-2-38-12-07-2 03-000-001000	MASTERJOHN, DAVID R	PO BOX 144	SPOONER WI 54801-0144	SWNW S07-T38N-R12W		2013	603.63
34908	032	65-032-2-37-12-09-5 15-232-530100	MASTERJOHN, DAVID R	PO BOX 144	SPOONER WI 54801-0144	S09-T37N-R12W	N 2006 RIPLEY SPUR RD	2013	2,525.54
25463	036	65-036-2-40-11-35-2 03-000-002000	MCGARY, DAVID L	W 3234 COUNTY HWY E	SPRINGBROOK WI 54875	SWNW S35-T40N-R11W	W 3234 COUNTY HWY E	2013	1,142.00
14134	020	65-020-2-39-13-34-3 01-000-006000	MCTAGGART, DANIEL G	13798 84TH AVE	CHIPPEWA FALLS WI 54729-8800	NESW S34-T39N-R13W		2013	171.86



65-ALL		2013 taxes only	Real Estate Delinquency Listing Report	INTEREST & PENALTY	CALCULATED THROUGH	JANUARY, 2017		1/30/2017		
Tax ID	Mun No.	Pin	Current Ownership	Address 1	City State Zip	Description	Site Address	Tax Year	Due	
10175	016	65-016-2-41-13-09-2 02-000-004000	MONNIER, LEWIS A	N 13050 BRESLER DR	MINONG WI 54859	NWNW S09-T41N-R13W	N 11602 BRIDGE RD	2013	341.50	
22752	032	65-032-2-37-12-15-5 05-001-001000	MORRILL, DEBORAH ANN	W 5774 LITTLE KEG RD	SARONA WI 54870	S15-T37N-R12W Government Lot 1	W 5774 LITTLE KEG RD	2013	446.83	
14335	020	65-020-2-39-13-36-4 01-000-003000	MOYER, TIEA	W 7327 HIGHWAY 70	SPOONER WI 54801-7600	NESE S36-T39N-R13W	W 7327 HIGHWAY 70	2013	1,335.17	
7055	012	65-012-2-40-12-06-4 01-000-001000	MUNDT JR, DANIEL H	809 E LEXINGTON BLVD	EAU CLAIRE WI 54701-6425	NESE S06-T40N-R12W	N 9419 COUNTY HWY K	2013	425.50	
7056	012	65-012-2-40-12-06-4 01-000-002000	MUNDT JR, DANIEL H	809 E LEXINGTON BLVD	EAU CLAIRE WI 54701-6425	NESE S06-T40N-R12W		2013	313.15	
7057	012	65-012-2-40-12-06-4 02-000-001000	MUNDT JR, DANIEL H	809 E LEXINGTON BLVD	EAU CLAIRE WI 54701-6425	NWSE S06-T40N-R12W		2013	362.79	
7059	012	65-012-2-40-12-06-4 04-000-001000	MUNDT JR, DANIEL H	809 E LEXINGTON BLVD	EAU CLAIRE WI 54701-6425	SESE S06-T40N-R12W		2013	241.90	
25310	036	65-036-2-40-11-32-2 02-000-003000	MUSTAFA, KATHERINE L	W 4422 FRIDAY ST	SPRINGBROOK WI 54875	NWNW S32-T40N-R11W	W 4422 FRIDAY ST	2013	673.44	
25311	036	65-036-2-40-11-32-2 02-000-004000	MUSTAFA, KATHERINE L	W 4422 FRIDAY ST	SPRINGBROOK WI 54875	NWNW S32-T40N-R11W	W 4430 FRIDAY ST	2013	233.16	
24387	036	65-036-2-40-11-05-5 05-001-006000	NORTH, JENNIFER	1625 BARHAM AVE	JANESVILLE WI 53548-1526	S05-T40N-R11W Government Lot 1		2013	142.04	
12043	016	65-016-2-41-13-32-5 15-438-510500	OLSON, GARY	N 7461 COUNTY HWY M	SPRINGBROOK WI 54875	S32-T41N-R13W		2013	356.03	
33725	020	65-020-2-39-13-25-4 04-000-002040	PILLER, JEFFREY C	527 N RIVER ST	SPOONER WI 54801-1308	SESE S25-T39N-R13W	N 5377 ROCKY RIDGE RD	2013	2,000.00	
28674	042	65-042-2-40-12-34-4 01-000-010000	RAILSBACK, DAVID H	1312 W POINT RD	SPOONER WI 54801-9014	NESE S34-T40N-R12W	N 7462 WOOD DR	2013	7,288.20	
23794	034	65-034-2-39-12-25-5 05-001-007000	ROBERTS HORTON, SHARON	17601 SOUTH CHESTNUT AVE	COUNTRY CLUB HILLS IL 60478	S25-T39N-R12W Government Lot 1		2013	86.29	
23796	034	65-034-2-39-12-25-5 15-104-500500	ROBERTS HORTON, SHARON	17601 SOUTH CHESTNUT AVE	COUNTRY CLUB HILLS IL 60478	S25-T39N-R12W	N 5361 MANN RD	2013	1,513.08	
23171	032	65-032-2-37-12-31-4 04-000-002000	SAFRANSKY, DANA	4472 30TH AVE	KENOSHA WI 53144	SESE S31-T37N-R12W		2013	383.55	
30703	281	65-281-2-39-12-30-5 15-631-716000	SCALZO, ANTHONY E	PO BOX 626	SPOONER WI 54801-0626	S30-T39N-R12W	522 ELM ST	2013	3,285.89	
6540	010	65-010-2-38-10-20-5 15-270-580000	SCHULTZ, CATHERINE L	13139 N CAROLINE ST	CHILLICOTHE IL 61523-9115	S20-T38N-R10W		2013	108.30	
6541	010	65-010-2-38-10-20-5 15-270-580500	SCHULTZ, CATHERINE L	13139 N CAROLINE ST	CHILLICOTHE IL 61523-9115	S20-T38N-R10W		2013	97.81	
6542	010	65-010-2-38-10-20-5 15-270-581000	SCHULTZ, CATHERINE L	13139 N CAROLINE ST	CHILLICOTHE IL 61523-9115	S20-T38N-R10W		2013	97.81	
6543	010	65-010-2-38-10-20-5 15-270-581500	SCHULTZ, CATHERINE L	13139 N CAROLINE ST	CHILLICOTHE IL 61523-9115	S20-T38N-R10W		2013	97.81	
6544	010	65-010-2-38-10-20-5 15-270-582000	SCHULTZ, CATHERINE L	13139 N CAROLINE ST	CHILLICOTHE IL 61523-9115	S20-T38N-R10W		2013	97.81	
17132	026	65-026-2-37-11-15-5 15-534-500500	SCHWENDINGER, DANIEL J	728 GREEN BRIAR RD	HUDSON WI 54016-7821	S15-T37N-R11W	N 1330 ISLAND PARKING RD	2013	1,258.47	
31707	281	65-281-2-39-12-32-5 15-080-001030	SHAVER, VERNON R	425 E BEAVER ST	SPOONER WI 54801	S32-T39N-R12W	425 E BEAVER ST	2013	1,880.69	
1124	004	65-004-2-38-13-05-5 05-001-002500	SKILLE, TODD	W 8975 HIGHWAY 70	SPOONER WI 54801-7690	S05-T38N-R13W Government Lot 1	W 8975 HIGHWAY 70	2013	1,608.03	
19436	030	65-030-2-42-12-08-5 05-003-005000	SLACK TRUST DATED FEB 2 1996, NANCY C	9335 87TH AVE S	HICKORY HILLS IL 60457	S08-T42N-R12W Government Lot 3	W 6986 BANKERS DR	2013	5,447.77	
398	002	65-002-2-37-13-18-2 01-000-014000	SWAN, THOMAS F	13946 LINDER AVE	MIDLOTHIAN IL 60445-1605	NENW S18-T37N-R13W		2013	258.26	
411	002	65-002-2-37-13-18-2 02-000-013000	SWAN, THOMAS F	13946 LINDER AVE	MIDLOTHIAN IL 60445-1605	NWNW S18-T37N-R13W		2013	191.56	
415	002	65-002-2-37-13-18-2 04-000-003000	SWAN, THOMAS F	13946 LINDER AVE	MIDLOTHIAN IL 60445-1605	SENW S18-T37N-R13W		2013	221.08	
27905	042	65-042-2-40-12-19-3 02-000-006000	TEETER, WILLIAM J	7115 CLEMSON ST	KEYSTONE HEIGHTS FL 32656	NWSW S19-T40N-R12W		2013	270.22	
19742	030	65-030-2-42-12-17-5 05-009-008000	TREBUS, KEVIN J	2243 212TH LN NW	OAK GROVE MN 55011	S17-T42N-R12W Government Lot 9	N 13454 SMITH BRIDGE RD	2013	3,705.97	
28836	042	65-042-2-40-12-35-5 15-768-533500	TUNIS, CLARENCE V	6847 MISSOURI AVE	HAMMOND IN 46323-1836	S35-T40N-R12W	W 5682 OAK HILL RD	2013	169.11	
25431	036	65-036-2-40-11-34-2 03-000-004000	WALLACE, MICHAEL G	W 3670 COUNTY HWY E	SPRINGBROOK WI 54875	SWNW S34-T40N-R11W	W 3670 COUNTY HWY E	2013	778.61	
8839	014	65-014-2-40-13-25-5 16-958-501000	WEATHERLOCK WINDOWS INC,	PO BOX 50785	SAINT PAUL MN 55150-0785	S25-T40N-R13W		2013	114.13	
31008	281	65-281-2-39-12-31-5 15-040-710000	WENDELSCHAFER, LARRY S	109 W HAZEL ST	SPOONER WI 54801-1114	S31-T39N-R12W	109 W HAZEL ST	2013	1,205.60	
34033	010	65-010-2-38-10-35-5 16-974-607140	WESTOVER, ANDY JAMES	400 CENTER AVE S UNIT 61	MONTROSE MN 55363	S35-T38N-R10W		2013	248.11	
2293	006	65-006-2-40-10-09-4 04-000-007000	ZACHARIAS, ROY	W 1302 TOWN HALL RD	HAYWARD WI 54843	SESE S09-T40N-R10W	W 1302 TOWN HALL RD	2013	902.62	
139 Parcels							TOTAL			152,955.51

RESOLUTION # \_\_\_\_\_

RESOLUTION TO AMEND POLICY A-14, PURCHASING POLICY – 5-107 SALES TAX EXEMPTION

WHEREAS, from time to time it becomes necessary to amend Washburn County Policies; and,

WHEREAS, the Washburn County Finance Committee recommends changes to Policy A-145, Purchasing Policy; and,

WHEREAS, the change reflects an addition to the policy concerning the exemption from Wisconsin sales tax, and,

WHEREAS, the changes are effective the day following County Board approval.

THEREFORE, BE IT RESOLVED, that Policy A-14, Purchasing Policy, is amended to reflect the changes as shown on page 11 of the Purchasing Policy, attached.

FISCAL IMPACT: None

Recommended for adoption by the Washburn County Finance Committee this 21<sup>st</sup> day of February, 2017.

\_\_\_\_\_  
L.H. Skip Fiedler, Chair

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
David Haessig

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Christopher Thompson

Washburn County Wisconsin

PURCHASING POLICY

13  
Purchasing  
Policy  
See  
page 11

Policy A-14

Effective Date: June 21, 2011

**1 GENERAL INFORMATION**

**1-101 - Introduction & Purpose**

This Purchasing Policy is to guide you in making County purchases and applies to all departments. **The Finance Committee is the committee of jurisdiction for this policy and any disputes with regard to interpretation will be addressed by the Finance Committee.**

**1-102 - Authority of the County Purchasing Division**

The County Purchasing Policy provides for uniform purchasing procedures for the County and states that the provisions of the Purchasing Policy shall be administered by the County Clerk or designee.

Purchases for items which central stores carries or has access to shall be purchased through central stores. Extenuating circumstances shall be discussed with and resolved by the County Clerk or designee.

**1-103 – Definition of Purchases**

Purchases for the purpose of this policy include; supplies, materials, contractual services, equipment and furniture. It is meant to include all items for which the county budgets to expend funds unless specifically excluded or subject to other guidance, such as advertising in the official county newspaper.

**1-104 - Conduct Purchases Under Delegated Responsibility**

The County Clerk may delegate responsibility for purchasing to specific individuals in various departments, based on the dollar amount of the purchases, number of purchases, technical qualifications, past compliance with purchasing procedures and other factors. With the purchasing delegation, there is a responsibility to follow the written purchasing procedures.

**Failure to follow purchasing procedures may result in the reduction or loss of delegation.**

**1-105 - End of Year Purchases**

When ordering goods and services, allow enough time to receive the goods and services prior to year end. Goods and services received after year end will be charged to the following year's budget. Any exceptions or carryover of funds shall be brought to the attention of the Finance Director.

**1-106 - Prompt Payment - Receipt and Acceptance of Supplies, Service or Construction**

It is important to process the receipt of goods and services promptly in order to take advantage of early payment discounts. Promptly notify the County Clerk or designee of any discrepancies, damages, or if the item was not received. Also, notify the County Clerk or designee of unsatisfactory performance of a vendor.

**1-107 - Ethics**

It is unethical for employees to participate directly or indirectly in a purchase when there is a conflict of interest, such as the employee or a member of the employee's immediate family, who has a financial interest in the purchase or its outcome.

**1-108 - Justifications for Not Accepting Low Bid**

Awards will be made to the lowest responsible bidder meeting all of the bid specifications, not only the purchase price. For bids not awarded to the lowest bidder, justification used to determine the lowest responsible bidder shall be documented with the County Clerk or noted in the committee minutes. Written justification for not selecting the lowest bidder for informal bids is also required. If the department has delegation for informal bids, this documentation should be included in the requisition or forwarded to the County Clerk with the appropriate requisition number indicated.

A responsible bidder is one who possesses the potential ability to perform successfully under the terms and conditions of the proposed procurement. Consideration shall be given to such matters as contractor integrity, compliance with public policy, record of past performance, financial and technical resources, sufficient staff and equipment to provide the service, demonstrated ability to satisfactorily perform the work in a prompt and conscientious manner or accessibility to other necessary resources.

**1-109- Purchases by Auction Websites**

The county recognizes the potential for savings by using auction websites for purchases. With the exception of the County Clerk, most purchases using auction websites will be for budgeted equipment. When departments plan to use an auction website, they are to notify the County Clerk which website they are using and what they are purchasing. Users shall use an official county logon to the auction site and any correspondence shall also be with an official county email address. It is the department's responsibility to establish an account, bid on the item, make arrangements for the purchase with the County Clerk and make arrangements for the delivery of the item.

Due to the nature of bidding online, there will be deviations from the normal procedures of the purchasing policy. The procedures for the expenditure amount levels will be waived.

## 2 COUNTY CLERK'S RESPONSIBILITIES

### 2-101 – County Clerk

The County Clerk is the principle purchasing official of the County. The primary responsibility of this position is to purchase only those supplies, services, equipment and leasehold improvement type construction needed to carry out the programs; functions and services required and budgeted by the County Board in accordance with the County Policies. Purchases are to be made in the most efficient and effective manner and at the lowest possible cost from a responsible vendor consistent with the quality and quantity needed.

### 2-102 - Delegation

Authority to purchase certain supplies, services or construction items may be extended to other County officials or employees for the effective purchasing of those items. The delegation to purchase shall be a Memo of Understanding written to that specific individual or department with a copy on file.

### 2-103-Contracting Authority

Only the County Board Chair, County Clerk, Administrative Coordinator or Department Heads/Supervisors with Committee approval can legally bind the County to any total lease valued or contract valued at or above \$12,000, unless the law requires the signature of the County Treasurer or the County Clerk in order to legally bind the County to a contract. **The Health and Human Services Department is exempt from the provisions of this policy whenever contracting for client services.**

## PROCUREMENT LEVELS

### 3-101 – Standard Purchasing Levels

This Section will outline the buying levels and when a bid or request for proposal is necessary.

#### **A. Orders under \$5,000.**

1. If the expected cost of the requisition is less than \$5,000.00, **and the items are not offered on standard contracts**, the County Clerk may place the order directly with the vendor using best judgment as the basis for vendor selection. The use of purchase orders is optional for orders less than \$1,000.00.

#### **B. Orders over \$5,000 to \$20,000.**

1. The department determines the need for products or services and is instructed to obtain the necessary three (3) informal price quotes. For sole source purchases, prepare the necessary documentation on why the purchase should be considered sole source. Please see Section 4-104 for details.

2. A requisition form is completed. The departments are required to document at least three (3) informal/verbal price quotes they received. To assure prices quoted are comparable, be certain that the total price represents all costs, including delivery and annual on-going costs. The use of the requisition form and the issuance of a purchase order are required for all purchase of supplies and material in which the total order is expected to exceed \$1,000.
3. Multiple facets of a project are combined as one project when determining the cost of a project.
4. The informal/verbal price quotes will be brought to the committee of jurisdiction meeting for committee selection.
5. The purchase is placed with the successful vendor by issuance of a purchase order.

**C. Orders over \$20,000.**

1. All items/services in excess of \$20,000 are to be procured through a publicly advertised bidding process. Multiple facets of a project are combined as one project when determining the \$20,000 cutoff.
2. The committee of jurisdiction must give the authority for the advertisement of bids and the department must furnish the committee of jurisdiction and County Clerk with complete and detailed specifications on the item/service to be purchased.
3. All public bids must be advertised on the County Website.
4. A written request for proposals (RFP, see section 4-103) must be developed and made available to all vendors.
5. All bids received must be sealed bids and be received prior to the determined date of opening.
6. All bids received will be publicly opened by the Committee of Jurisdiction.
7. The reporting/governing committee has the right to accept and reject any and all bids. See Section 1-108, Justifications For Not Accepting Low Bid.

**3-102 – Grant Funded Purchases**

Unless specifically prohibited by the granting authority, grants must be administered through a written contractual agreement between the County and the party providing the services. All purchases made with grant funds must comply with the terms and conditions of the grant and this

policy. If the grant requirements conflict with this policy, the County Clerk may suspend those provisions of this policy only for the specific grant and for the duration of that grant. The department head is responsible to comply with purchases covered by grant funds.

Uniform Grant Guidance issued by the Federal Office of Management and Budget (OMB) outlined the following procurement standards for all dollars applied to federal grant programs:

**A. Micro Purchases (Items less than \$3,000):**

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the County must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the County considers the price to be reasonable.

**B. Small Purchases (Items between \$3,000 and \$150,000):**

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchases are used, price or rate quotations must be obtained from an adequate number of qualified sources.

**C. Large Purchases (Items greater than \$150,000):**

Follow requirements under 1 (construction) or 2 (all other) below depending on applicability.

1. Sealed Bids for Construction Contracts: Note that a federally funded public works project shall follow the lower dollar threshold requirements of Wisconsin Statutes 66.0901 and 59.52(29) outlined in the public works section in section 6-102. Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price.

In order for sealed bidding to be feasible, the following conditions should be present:

- a) A complete, adequate, and realistic specification or purchase description is available;
- b) Two or more responsible bidders are willing and able to compete effectively for the business; and
- c) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- a) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids. The invitation for bids must be publically advertised;
  - b) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
  - c) All bids will be opened publicly opened by the Committee of Jurisdiction;
  - d) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of, and
  - e) Any or all bids may be rejected if there is a sound documented reason.
2. Competitive Proposals for Other Contracts Greater than \$150,000: The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
- a) Requests for proposals (RFP) must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
  - b) Proposals must be solicited from an adequate number of qualified sources;
  - c) The County must have a written method of conducting technical evaluations of the proposals received and for selecting recipients;
  - d) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program with price and other factors considered; and
  - e) The County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.



## **D. Noncompetitive Proposals:**

Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The item is available only from a single source;
2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
3. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the County; or
4. After solicitation of a number of sources, competition is determined inadequate.

### **3-103 - Disposal of Excess Supplies or Obsolete Equipment.**

Supplies or equipment no longer serving a useful purpose are to be reported to the Maintenance Director. The Maintenance Director will dispose of the supplies or equipment by transferring the material to a department which may need similar supplies or equipment, by competitive sealed bidding, by public auction, or in such a manner considered to be in the best interest of the County.

Information Technology (IT) equipment shall have IT check off to insure any device used for data storage be properly cleaned or destroyed prior to transfer or disposal.

**County owned supplies or equipment shall not be sold to County employees except by public auction or competitive bidding.**

## **4 TYPES OF PURCHASES**

### **4-101 - Effective Price Quotes or Bids**

Effective price quotes or bids require the development of clear specifications that will result in the quality level appropriate for the purchase. Poorly designed bid specifications lead to ambiguities and are almost always the reason for purchasing discrepancies. **When developing bid specs, it is advisable to establish a time period for which bids are to be held open.**

Awards will be made to the lowest responsible bidder. "Responsible" means the vendor who meets the specifications and is a qualified vendor. See 6-103 for information on Wisconsin prevailing wage rates.

#### **4-102 – Informal Price Quotes (Bids)**

Although titled “informal”, this is still a competitive procedure. It involves the comparison of bid quotations from at least three (3) or more vendors whenever possible by using:

- Current price lists or catalogs.
- Recent price quotations on file (within the calendar year).
- Phone or verbal quotations solicited from vendors.
- Written informal price quotations or bids (including fax quotes).

All departments will obtain and document the quotes. Documentation for verbal and phone quotes must include the vendor’s name, the salesperson providing the quote, the quoted price, the date of the quote and the telephone number. To assure prices quoted are comparable, be certain that the total price represents all costs, including delivery.

#### **4-103 – Publicly Advertised Bidding Process (Requests for Proposals)**

This method of purchasing is appropriate when the purchase amount exceeds \$20,000 or the specifications or scope of the services cannot be adequately prepared to provide all prospective contractors with a complete and accurate description of the work to be performed. Generally, you are looking for the vendor to solve a problem for you. Professional services often fall into this category. The basis for selection includes other performance factors along with price.

Examples of performance include work experience on projects of a similar size, expertise of the staff, and technical solution to the problem. Cost is always a factor to be considered. RFP’s may be evaluated by a team of knowledgeable personnel.

Publicly advertised bids will be received as sealed bids by the County Clerk’s office. The County Clerk will record receiving each bid and forward them to the appropriate department head after the deadline has passed. Sealed bids are to be opened by the committee of jurisdiction. The committee of jurisdiction can decide whether to award the sealed bids at the bid opening meeting or postpone to the next committee meeting. While in the County Clerk’s possession, sealed bids shall be stored in the Treasurer’s vault.

#### **4-104 - Sole Source Purchases**

Occasionally, there is only one source for a good or service. Although commonly referred to as "sole source" purchases, they should be thought of as "noncompetitive negotiations." In such instances, you should make every effort to assure that you have obtained the best possible price. Complete the requisition form and send the letter stating the reasons for the sole source purchase to the County Clerk.

One or more of the following circumstances, with adequate justifications, may serve as the basis for using noncompetitive negotiation:

- The service or good is unique or of a proprietary nature and available from only one source. This should be an infrequent circumstance.
- Grant moneys are involved that require subcontracts and specify the contractor.
- A public emergency exists where the urgency for the required service will not permit competitive solicitation.
- Substantial time pressure exists beyond the department's control. (This does not include administrative delays or confusion in processing the necessary paperwork for approval.)
- To avoid numerous vendors serving a connected system. Example – more than one vendor installing and maintaining key card accesses.

#### **4-105 -- Emergency Purchases**

An emergency is a situation which threatens the **public health, safety, or welfare** and **all** of the following conditions exist: the circumstance was unforeseen; calls for immediate action; and cannot be responded to using established purchasing methods.

When such situations occur and the purchase will exceed your delegated amount, inform the County Clerk of the emergency, and then secure the goods or services without regard to normal purchase selection procedures. Try to obtain at least two (2) competitive prices, if it will not hamper or delay activities necessary to eliminate the emergency. A formal written determination declaring that an emergency exists or existed must be made by the department head and submitted to the County Clerk within 24 hours. If the emergency occurs after regular working hours, purchase what is necessary and notify the County Clerk on the next working day.

For emergencies within your delegated responsibility, prepare a letter of the circumstances detailing why it meets the definition of an emergency and document any competitive process that was used. Send a copy of this letter to the County Clerk.

#### **4-106 -- Cooperative Purchases**

If the total expenditure is \$20,000 or less, any purchase made from the State of Wisconsin cooperative purchase contracts, or made through other purchasing associations, will constitute compliance with the competitive bidding requirements. No additional bidding is required since the contracts established by these entities have already gone through the competitive bidding process.

In addition, if the identical product can be obtained at a lower price, you may order from that vendor without additional bidding as long as the cooperative purchasing contract you are using for the price comparison is a current contract.

#### **4-107 - Professional Services**

Professional services are necessary to the County when there is a need for a vendor to solve a problem for you. The method of purchasing those services is appropriate when it is difficult to

provide all prospective contractors/vendors with a complete and accurate description of the work to be performed. Examples of those services are auditing, legal, engineering, architecture, landscaping, information technology, etc. The basis for selection includes other performance factors along with price. Examples of performance include work experience on projects of similar size, expertise of staff, and the technical ability for their firm to resolve the problem. RFP's will be written by the department to solicit the necessary firms. The RFP's may be evaluated by a team of knowledgeable personnel. RFP's must be approved by committee of jurisdiction.

**All requests for legal services must be submitted to the corporation counsel, with the exception of human resources where an employment law attorney's opinion is required. If the corporation counsel cannot provide the requested legal services, he/she will implement a procedure for outsourcing legal services.**

## **5 GENERAL POLICIES**

### **5-101 - Information During the Bid Process**

Department personnel are not to disclose information concerning bids or purchases. All requests for such information should be referred to the County Clerk. **No award of any formal sealed bid results shall be made without prior approval of the County Clerk. In the case of the Highway Department see Section 6 below.**

### **5-102 - Personal Purchases**

The County Clerk and designees are prohibited from acting on their own or on behalf of County employees in purchases that personally benefit an employee.

### **5-103 -- Unauthorized Purchases**

Purchases that do not follow appropriate policies and procedures shall be brought to the Finance Director and/or Committee for review. After review, the Committee will respond in an appropriate manner considering the facts and circumstances. This can include discussions with committee of jurisdiction up to and including employee discipline for not following county policy.

### **5-104 - Purchases from County Employees and Public Officials**

Any single public official or county employee may enter into contracts with Washburn County in which they have a private interest in and that it does not exceed an aggregated amount of \$15,000 per year. (Wisconsin State Statute 946.13) It will also be County policy that purchases will not be made from County employees or Public Officials without full disclosure.

### **5-105 - Awards**

For purchases under \$5,000, the County Clerk is responsible for bid awards based on consideration of the quality, suitability, price, delivery and prior performance of the vendors.

Awards will generally be made to the lowest responsible vendor that meets the bid specifications. **No award notice shall be transmitted to a vendor without prior approval of the County Clerk.**

#### **5-106 - Facsimile Bids**

Fax bids will be accepted whenever practical within the guidelines established in the original request for bids.

#### **5-107 – Sales Tax Exemption**

As Washburn County is exempt from Wisconsin state sales tax, employees must provide sales tax exemption information to any hotels, car rental companies and similar when traveling on County business. All vendors with whom the county does business shall also be provided the sales tax exemption information.

## **6 PUBLIC WORKS CONSTRUCTION PURCHASES**

#### **6-101-- Definition of Public Works Projects**

Public Works projects are defined as any repairs, remodeling, construction or changes to any County owned land or building or county and/or state roads. Public works projects also include capital purchases and construction projects in the highway department. Public Works projects may also be the purchase of the materials used for the repairs, remodeling, construction or changes to any county owned land or building or County and/or state roads.

#### **6-102 -- Public Works Construction Purchases**

All public work, including any contract for the construction, repair, or improvement of any public work, building, or furnishing of supplies or material of any kind where the estimated cost of such work will exceed \$20,000 shall be let by contract to the lowest responsible bidder. Any public work, the estimated cost of which does not exceed \$20,000, shall be let as the board may direct. If the estimated cost of any project is between \$5,000 and \$20,000, the board shall give a class 1 notice under chapter 985 before it contracts for the work or shall contract with a person qualified as a bidder under s. 66.0901(2). A contract, the estimated cost of which exceeds \$20,000, shall be let and entered into under s. 66.0901, except that the board may by a three-fourths vote of all the members entitled to a seat provide that any class of public work or any part thereof may be done directly by the county without submitting the same for bids. This subsection does not apply to public construction if the materials for such a project are donated or if the labor for such a project is provided by volunteers. This subsection does not apply to highway contracts which the County Highway Committee or the County Highway Commissioner is authorized by law to let or make.

#### **6-103 – Wisconsin’s Prevailing Wage Rate**

Generally, the prevailing wage rates apply when the county does projects as identified at 6-101 and the project cost exceeds \$20,000 Section 66.0903 of Wisconsin Statutes covers projects bid

governmental units. It is the Counties responsibility to apply these rules when the circumstances apply.

**6-104 - Assessment of Vendor Qualifications**

Bid specifications may be sent to any vendor, and bids will be accepted from any vendor submitting a bid. Vendor qualification will be assessed before the award is made.

Effective Date: June 21, 2011

Revisions Adopted: March 18, 2014, May 19, 2015, November 10, 2015

To The County Board, Washburn County, Wisconsin

Board Members:

In accord with section 26.12(3) and section 26.14(3) of the Wisconsin Statutes we recommend the following persons to act as authorized emergency fire wardens for the prevention and suppression of forest fires in the County for the year 2017, and ask your approval of this organization list.

EMERGENCY FIRE WARDENS

Lolita Olson (Washburn County Clerk)	Washburn Co Courthouse	Shell Lake	of town of Bashaw
Rosie Hauk (Deputy County Clerk)	Washburn Co Courthouse	Shell Lake	of town of Bashaw
Stacy Rurup (Ed's Pit Stop)	701 E Hwy 48	Birchwood	of town of Birchwood
Robert Haddick	W3027 Haddick Rd	Springbrook	of town of Gull Lake
Dan Lubensky (Marawarden Resort)	N1728 Co Hwy M	Sarona	of town of Long Lake
Jim McCabe (The Rockford House)	W2652 Rockford Road	Sarona	of town of Madge
Mick Rummel (Rummel's Tap)	W5292 Co. Hwy B	Sarona	of town of Beaver Brook
Bob Gruzlewski (Gruzy's)	W6649 Nancy Lk Rd	Minong	of town of Minong
Lawrence Neste	W3399 State Hwy 63	Springbrook	of town of Springbrook
Jeff Fox (Trego Travel Center)	W5741 Co. Hwy E,	Trego	of town of Trego
James Bergeron (Lakes Community Coop)	P.O. Box 267	Stone Lake	of town of Stone Lake
Jan Hoge	N2603 Co. Hwy T	Birchwood	of town of Birchwood

Cumberland, Wisconsin  
01/27/2017

Department of Natural Resources

By Rodney Fouks  
Cumberland Area Forestry Leader

By \_\_\_\_\_  
County Board Chairperson

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION TO INCREASE THE 2017 REGISTER OF DEEDS AND SURVEYOR  
BUDGETS FOR THE WISCONSIN LAND INFORMATION PROGRAM GRANT**

WHEREAS, the Register of Deeds and Surveyors Departments have received the 2017 Wisconsin Land Information Program Grants from the State of Wisconsin in the amount totaling \$114,088.00; and,

WHEREAS, the Wisconsin Land Information Program Strategic Grant award portion is \$50,000.00; and,

WHEREAS, the Wisconsin Land Information Program Base Budget Grant award portion is \$64,088.00; and,

WHEREAS, the grant award fiscal period is 2017 and into 2018, a portion of the grant award will be held over for use in 2018; and,

THEREFORE BE IT RESOLVED; that the Register of Deeds Department budget (#51710) for 2017 be increased \$47,174.00, the Surveyors Department budget (#51720) be increased \$49,945.65, and the prepaid account (100-16200) be increased \$16,968.35 to be included in the 2018 budget for the Wisconsin Land Information Program Grants.

**FISCAL IMPACT: Grants totaling \$ 114,088**

Recommend for adoption by the Washburn County Finance Committee this \_\_\_\_\_ day of February, 2017.

\_\_\_\_\_  
L.H. (Skip) Fiedler, Chair

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
David Masterjohn, Member

\_\_\_\_\_  
Christopher Thompson, Member

\_\_\_\_\_  
David Haessig, Member



RESOLUTION # \_\_\_\_\_

RESOLUTION TO INCREASE THE  
2016 EMERGENCY GOVERNMENT DEPARTMENT BUDGET ADJUSTMENT  
DUE TO DONATION AWARD FOR FISCAL YEAR 2016

WHEREAS, the Emergency Management Department has received a Barron Electric Cooperative Donation in the amount of \$250.00 to purchase sandbags for preparedness & response functions; and,

WHEREAS, Emergency Management did not budget for the Donation in the amount of \$250.00 for Fiscal Year 2016;

WHEREAS, the Donation is to be applied to Emergency Management Fiscal Year 2016;

WHEREAS, the Law Enforcement/Emergency Management Committee approved the Emergency Management's application and receipt of award from Barron Electric Cooperative.

THEREFORE BE IT RESOLVED; that the 2016 Emergency Government (#52910) budget be increased \$250.00 for this grant award.

**FISCAL IMPACT: Grant \$250.00**

Recommended for adoption by the Finance Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
L. H. "Skip" Fiedler

\_\_\_\_\_  
Steven Waggoner

\_\_\_\_\_  
David Haessig

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Christopher Thompson

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION TO INCREASE THE 2016 WASHBURN COUNTY SHERIFF'S OFFICE  
BUDGET ADJUSTMENT DUE TO GRANT AWARD FOR FISCAL YEAR 2016**

WHEREAS, the Washburn County Sheriff's Office has received an Enbridge Community Preparedness grant funding in the amount of \$1,542.00 for the purchase of an AED for use in the emergency response functions; and,

WHEREAS, the Washburn County Sheriff's Office did not budget for a grant award from Enbridge for Fiscal Year 2016;

WHEREAS, the Washburn County Sheriff's Office was awarded \$1,542.00 more than budgeted in the approved 2016 budget process;

WHEREAS, the Law Enforcement/Emergency Management Committee approved the Washburn County Sheriff's Office application and receipt of award from Enbridge;

THEREFORE BE IT RESOLVED; that the 2016 Washburn County Sheriff's Office budget be increased \$1,542.00 for this grant award.

**FISCAL IMPACT: Grant \$1,542.00**

Recommended for adoption by the Finance Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
L. H. "Skip" Fiedler

\_\_\_\_\_  
Steven Waggoner

\_\_\_\_\_  
David Haessig

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Christopher Thompson

RESOLUTION NO. \_\_\_\_\_ - 2017

UTILITY VEHICLE (UTV) PURCHASE

WHEREAS, the Washburn County Sheriff's Office believes a UTV is an excellent resource for ATV patrol, locating a missing person, and responding to accidents/injuries on the trails in Washburn County; and

WHEREAS, the Washburn County Sheriff's Office budgeted for the purchase of a UTV in the 2017 Law Enforcement Capital Equipment "Squad Purchase" Budget; however, "UTV" was inadvertently left out on the budget worksheet; and

WHEREAS, the budgeted funds of \$130,000.00 included the purchase of the UTV; and

WHEREAS, the Washburn County Sheriff's Office traded a 2001 Yamaha ATV and a 2003 Arctic Cat Snowmobile to put towards the purchase of a 2016 Yamaha 700 Wolverine UTV;

WHEREAS, the final purchase amount for the UTV is \$8,820.00; and

WHEREAS, the \$8,820.00 will be refunded back over a five year period through the ATV/Snowmobile Grant Fund; and

WHEREAS, the Law Enforcement/Emergency Management Committee and Finance Committee supports the purchase of the UTV; and

NOW, THEREFORE, BE IT RESOLVED, by the Washburn County Board of Supervisors, that Washburn County approves the purchase of the 2016 Yamaha 700 Wolverine UTV in the amount of \$8,820.00 by means of payment through the Law Enforcement 2017 Capital Equipment Fund;

Fiscal Impact: None

Recommended for adoption on this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Lester "Skip" Fiedler, Chairperson

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
David Haessig

\_\_\_\_\_  
Chris Thompson

\_\_\_\_\_  
David Masterjohn

**Adopted by the Washburn County Board of Supervisors on \_\_\_\_\_, 2017, by a vote of \_\_\_\_\_ Ayes to \_\_\_\_\_ Nays.**

**Pursuant to Wisconsin State Statute 65.90(5)(a), this resolution requires a two-thirds majority and publication in the official newspaper within (10) days of its passage.**

**Correct Attest:**

---

**Lolita Olson,  
Washburn County Clerk**

*Office of the Sheriff*

Washburn County

421 Highway 63  
P.O. Box 429  
Shell Lake WI 54871

Administration 715-468-4700  
FAX 715-468-4715

Dispatch/Jail 715-468-4720  
FAX 715-468-4729

---

**Terry Dryden**  
*Sheriff*

**Mike Richter**  
*Chief Deputy*

To: Finance Committee

From: Sheriff Dryden

Re: UTV Purchase, Background Information

During the 2017 budget process I initially planned on 4 new squad cars, and a UTV. All these were in my original budget worksheet. However, we would have needed more than the \$130,000 currently in the budget. Rather than ask for more in the budget we decided that 3 squads will suffice for this year. I wanted to leave that amount as it was last year and not increase.

I then went to the budget work sheet and made the change from 4 to 3 squads. For unknown reasons, the UTV also came off the budget worksheet for 2017. During the budget process I failed to notice and identify my mistake to the LE Committee and then to Finance Committee.

In the meantime I had a deputy seek the best price for the type of UTV we require. He did so and with traded in of our 2001 ATV and 2003 Snowmobile and the vendor was able to get us a \$1,000 government discount, the total price came to \$8820.00. The original cost of the UTV before the deal making as almost \$12,000. Since I thought I had placed the UTV in budget I had the deputy take our snowmobile and ATV to the vendor so they could sell during the winter. Basically, already traded in.

It was then after reviewing our budget that I realized I goofed and failed to make the proper correction on the budget worksheet. The LE Committee approved the purchase but wanted Finance to review before we voucher for the UTV.

The \$8820.00 will return to Washburn County as revenue under our DNR ATV/UTV/Snowmobile grant, over a 5 year period. About 20% a year. However, the first year we expect more than 20%.

I have lots of reasons this happened but no excuse. I ask that you approve the purchase and voucher so we may proceed with this needed piece of equipment. Please accept my sincere apologies, my errors were not intended.

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION TO INCREASE THE  
2016 HIGHWAY DEPARTMENT BUDGET FOR  
PURCHASE OF SAND BAGS**

WHEREAS, the Highway Department has received additional grant funding from Enbridge in the amount of \$950.00; and,

WHEREAS, the benefit of Sand Bags is most evident at the local level, when a community as a whole responds to an incident. Incident response organizations *(to include local public health, public works, emergency management, fire, emergency medical services, law enforcement, hazardous materials, private sector entities, non-governmental organizations, medical organizations, utilities, and others)*.

WHEREAS, funding under this grant program will assist local and state government agencies with access to sand bags.

WHEREAS, the grant is to be used for highway to provide sand bags,

WHEREAS, these funds are not part of the current 2016 Highway Department budget,

THEREFORE BE IT RESOLVED; that the 2016 Highway Department (#53310) budget in increased \$950.00 for the sand bag grant.

**FISCAL IMPACT: Enbridge Grant \$950.00**

Recommended for adoption by the Washburn County Finance Committee this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Skip Fiedler, Chair

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
Chris Thompson, Member

\_\_\_\_\_  
David Masterjohn, Member

\_\_\_\_\_  
David Haessig, Member

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION TO INCREASE THE 2017 FORESTRY DEPARTMENT PARKS  
BUDGET – CAMPGROUND ENGINEERING COSTS**

WHEREAS, the Forestry, Parks and Recreation Committee has recommended applying for grant funding for the purpose of expanding the Totogatic Park Campground; and

WHEREAS, grant applications may require an engineering firm to assist with the development of conceptual plans in order to apply for grant funding; and

WHEREAS, these funds are not included in the 2017 budget; and

WHEREAS, any proposal to expand Totogatic Park will be discussed after review of available funds and incorporated into a future budget request.

THEREFORE BE IT RESOLVED, that the 2017 Forestry Department Parks budget account 55200 is increased by \$15,000, utilizing excess 2016 camping revenues.

**FISCAL IMPACT: \$15,000.00**

Recommended for adoption by the Washburn County Finance Committee this 21<sup>st</sup> day of February, 2017

\_\_\_\_\_  
L.H. "Skip" Fiedler, Chair

\_\_\_\_\_  
Steven Waggoner, Vice Chair

\_\_\_\_\_  
David Haessig

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Christopher Thompson

RESOLUTION # \_\_\_\_\_

RATIFICATION OF THE 2017 SHERIFF DEPUTIES LOCAL 225

WHEREAS, the Personnel/Negotiating Committee and the Sheriff Deputy Local #225 have reached a tentative labor agreement for 2017; and,

WHEREAS, Local #225 ratified this same tentative agreement;

THEREFORE BE IT RESOLVED, that the tentative agreement for 2017 be ratified and incorporated in the agreement.

FISCAL IMPACT: 2017 \$14,000

Recommended for adoption this 21<sup>st</sup> day of February 2017, by the Personnel/Negotiating Committee.

\_\_\_\_\_  
Beth Esser, Committee Chair

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
L.H. Skip Fiedler, Member

\_\_\_\_\_  
Romaine Quinn, Member

\_\_\_\_\_  
Hank Graber, Member



**TENTATIVE SETTLEMENT BETWEEN  
WASHBURN COUNTY  
AND  
WISCONSIN PROFESSIONAL POLICE ASSOCIATION  
LOCAL 225 – DEPUTIES**

From February 13, 2017, bargaining session

The terms and conditions set forth in the 2016 collective bargaining agreement shall become the terms and conditions of the 2017 - 2018 collective bargaining agreement with the following changes:

All tentative agreements (attached) plus:

Co. 1    **ARTICLE 8 – SICK LEAVE.** Amend to document practice:

- A.    Accrual: Regular full-time employees shall be granted sick leave for illness or injury by reason of accident not connected with employment, as follows:
1.    Each employee shall earn sick leave at the rate of one (1) day for each month of employment beginning with the starting date of employment.
    - a.    \*For deputies, "one (1) day" shall mean eight and one-half (8 ½) hours for accrual purposes, with the employee drawing from the accrual for use at eight and one-half (8 ½) hours per day regardless of whether the employee is working a nine (9) or an eight (8) hour schedule at the time the employee uses the benefit time.
    - b.    For investigators and the juvenile officer, "one (1) day" shall mean eight (8) hours for accrual purposes, with the employee drawing from the accrual for use at eight (8) hours per day.
  2.    Unused sick leave shall be carried over and added to the next year's accumulation until a maximum of ~~ninety-five (95) days~~ 807.5 hours for deputies and 760 hours for investigators and the juvenile officer have been accumulated.
  3.    For every day an employee exceeds the contractual cap for sick leave accumulation of ~~95 days~~ 807.5 hours for deputies and 760 hours for investigators and the juvenile officer, 4 hours will be deposited in the employee's PEHP account.

Co. 6 & Union 3. **ARTICLE 19 – WORK DAY, WORK WEEK, OVERTIME.**<sup>1</sup>

Amend paragraph E as follows:

E. Call-In: In the event off-duty employees are called to work or to appear in court, the employee shall receive a minimum of two (2) hours pay at time and one-half (1 ½). Minimum call-in pay does not apply when called in early for a regular shift or when an employee is required to stay after a regular shift. ~~The third through the eighth hour required for a court appearance shall be compensated at the regular rate of pay or with compensatory time at the discretion of the Sheriff. For court appearances in excess of eight (8) consecutive hours, employees shall receive compensatory time off at one and one-half (1 ½) times the rate at a time approved by the Sheriff.~~

Amend paragraph H as follows:

H. Overtime shall be divided as equally as possible. The Sheriff or designee shall determine if a shift is to be made available for overtime. Overtime opportunity shall be offered by division according to the following criteria:

1. An open shift shall be defined as any shift vacated for any reason by a regular, full-time Patrol deputy. If the Sheriff or designee determines the open shift shall be filled, the open shifts shall be offered as set forth below.
2. The Sheriff may use limited term or other non-bargaining unit employees, part-time, and seasonal employees for 50% of the overtime shifts. Deputy Sheriff's providing work as investigators shall also be included in the same rotation as patrol division Deputy Sheriff's for patrol division open shifts. Open shifts shall be offered by department seniority within the bargaining unit by rotation: starting with the more senior employee and working to the least senior bargaining unit employee, then the cycle shall repeat itself.
  - a. Scheduled Open Shifts: Regular, full-time bargaining unit members shall be offered the first selection of fifty percent (50%) of all scheduled open shifts. The remaining fifty percent (50%) may be offered to part-time, limited term employees or other non-bargaining unit members. If there are scheduled open shift remaining due to the unavailability of part-time, limited term employees or other non-bargaining unit members, the shift(s) shall be offered back to the regular, full-time bargaining unit members.

---

<sup>1</sup> Note: The County has repudiated any past practice of allowing employees to post for an overtime shift that results in the officer working a double shift. All bargaining unit member must have at least eight (8) hours off between shifts, except in emergencies or the need for public service as approved by the Sheriff.

- i. During open shift selection, two (2) deputies may agree to split a shift with the approval of the Sheriff or his/her designee.
  - ii. During the selection of remaining open shifts, deputies may extend their regular scheduled shift with the approval of the Sheriff or his/her designee.
- b. **Unscheduled Open Shifts:** The unscheduled open shifts shall be offered in an alternating manner between the regular, full-time bargaining unit members and the part-time, limited term employees or other non-bargaining unit members. The first open shift of each month shall be offered to the regular, full-time bargaining unit members and alternate accordingly for any subsequent open shifts. If there are open shifts remaining due to the unavailability of part-time, limited term employees or other non-bargaining unit members, the open shift(s) shall be offered back to the regular, full-time bargaining unit members.
- c. A full-time bargaining unit member may only sign up to work a double shift in the case of emergencies or the need for public service as approved by the Sheriff or as otherwise authorized by the Sheriff.
- d. Full time bargaining unit employees may work extended shifts/hours in the case of emergencies or the need for public service as approved by the Sheriff or as otherwise authorized by the Sheriff.

\* \* \*

8. The Sheriff or his designee may refuse deputies' requested day(s) off, vacation days(s) or comp day(s) if no other limited term or other non-bargaining unit employee, art-time, seasonal, or full-time employee is available to work the open shifts(s). The Sheriff may at his/her discretion permit a full-time employee to work a double shift to fill the open shift.

**Co. 8 ARTICLE 16 – UNIFORM ALLOWANCE.**

The Employer shall purchase all necessary uniforms and equipment for employees and replace them as needed due to normal wear or if damaged, ripped or torn in the line of duty. The replacement of eyeglasses shall be allowed if broken in the line of duty and reported by inclusion in the official report of the incident. The County agrees to provide a footwear allowance of up to one hundred fifty dollars (\$150.00) per year to all employees subject to the Employer's expense reimbursement policy and procedures, including the use of Employer's tax exempt number for making the purchase if applicable. If the Employer's tax exempt number is not used, the employee will not be reimbursed for any sales tax paid. The Employer shall not be responsible for the repair or replacement of any employee owned equipment not specifically approved for use by the Sheriff.

~~\*The Employer agrees to provide uniforms and equipment as detailed in Appendix B.~~

**APPENDIX A -- WAGES.**

January 1, 2017 2%  
January 1, 2018 2%

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**TENTATIVE AGREEMENTS BETWEEN  
WASHBURN COUNTY  
AND THE  
WISCONSIN PROFESSIONAL POLICE ASSOCIATION  
LOCAL 225 – DEPUTIES**

From November 2, 2016, Bargaining Session

Co. 2 **ARTICLE 9 – EMERGENCY LEAVE WITH PAY.** Amend to document practice:

- A. Funeral Leave: Employees shall be entitled to emergency leave with pay in the event of death in the employee's immediate family. Immediate family shall include husband, wife, children, step-children, mother, father, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents and grandchildren. Said leave shall be for a period of up to three (3) days.
- B. Serious Illness in Family: The parties agree to abide by the provisions of the Wisconsin Family Medical Leave Act.
- C. Pallbearer or Military Funeral: Employees shall be allowed a one day leave of absence with pay to serve as a pallbearer or to participate in a military funeral as a member of the firing squad or standard bearer for all funerals that occur outside of Washburn County and four and one-half (4 ½) hour leave for all funerals that occur within Washburn County.
- D. For the purposes of this Article:
  - 1. For deputies, employees will be compensated for eight and one-half (8 ½) hours per day regardless of whether the employee is working a nine (9) or an eight (8) hour schedule at the time the employee uses the benefit time.
  - 2. For investigators and the juvenile officer, employees will be compensated for eight (8) hours per day.

Co. 3 **ARTICLE 17 – HOLIDAYS.** Amend to document practice:

- A. All regular full-time employees shall choose to be compensated for twelve (12) holidays or eleven (11) holidays. If the employee chooses to be compensated for eleven (11) holidays, he or she shall be entitled to one day off sometime during the year upon at least a one (1) week notice and the approval of the Sheriff. Investigators shall be given the option to take a holiday off or work the holiday and receive regular pay plus holiday pay. If the holiday falls on a Saturday, the preceding Friday shall be the observed holiday and if the holiday falls on a Sunday, the following Monday shall be the observed holiday.
- B. In lieu of time off, each employee shall receive pay for the holidays two times each year. Pay for holidays occurring prior to June 30 of any year shall be paid on the payday before that date. Pay for holidays occurring after June 30 shall be paid on the payday before Christmas. This provision shall apply to regular part-time employees covered under the

terms and conditions of this Agreement. Holiday compensation for regular part-time employees shall be on a pro rata basis, calculating the hours worked in the applicable six-month period to determine the percentage of holiday compensation.

- C. For deputies, each holiday shall be paid out at eight and one-half (8 ½) hours each. Employees who choose to take a floating holiday as one day off, will be compensated for the day at eight and one-half (8 ½) hours per day regardless of whether the employee is working a nine (9) or an eight (8) hour schedule at the time the employee uses the benefit time.

For investigators and the juvenile officer, each holiday shall be paid out at eight (8) hours.

- ED. Regular part-time employees who are required to work on the following holidays shall be paid at the rate of double their regular rate of pay:

<del>New Year's Day</del>	<del>Labor Day</del>
<del>President's Day</del>	<del>Veteran's Day</del>
<del>Good Friday</del>	<del>Thanksgiving</del>
<del>Memorial Day</del>	<del>Christmas Eve Day</del>
<del>July 4th</del>	<del>Christmas Day</del>
<del>Two (2) Floating Holidays (as described in Part A)</del>	

Co. 4 **ARTICLE 18 – VACATION.** Amend to document practice:

- A. Schedule: All regular full-time employees in the bargaining unit shall receive the following vacation with pay:
1. During the employee's first year of service, he or she shall earn, but not take, seven (7) work days of vacation. Thereafter, all vacations will be taken on an anniversary year basis.
  2. From two (2) through five (5) years: twelve (12) working days of vacation;
  3. From five (5) through ten (10) years: seventeen (17) working days of vacation;
  4. From ten (10) through twenty (20) years: twenty (20) working days of vacation;
  5. After twenty (20) years of service, employees shall receive an additional day of vacation with pay for each additional year of service, not to exceed a maximum of twenty-five (25) days.
    - a. Effective January 1, 2008, the maximum shall not exceed twenty-six (26) days.

For deputies, "one (1) day" shall mean eight and one-half (8 ½) hours for accrual purposes.

with the employee drawing from the accrual for use at eight and one-half (8 ½) hours per day regardless of whether the employee is working a nine (9) or an eight (8) hour schedule at the time the employee uses the benefit time.

For investigators and the juvenile officer, "one (1) day" shall mean eight (8) hours for accrual purposes, with the employee drawing from the accrual for use at eight (8) hours per day.

**Co. 5 ARTICLE 19 – WORK DAY, WORK WEEK, OVERTIME**

**A. Work Day:**

The work day shall be as follows: Deputies shall work a six (6) day on, three (3) day off schedule, eight and one-half (8 ½) hours per day. ~~nine (9) hour days from approximately May 1 through October 31 and eight (8) hour days from approximately November 1 through April 30.~~ Regular investigators and the juvenile officer shall work eight (8) hours per day on a schedule assigned by Sheriff and part time employees shall work a schedule as assigned by the Sheriff.

The Sheriff reserves the right to change any schedules as necessary to meet public service requirements.

The parties mutually agree that no schedule changes will be made prior to collective bargaining over the impact of any schedule change.

**Co. 7 ARTICLE 19 – WORK DAY, WORK WEEK, OVERTIME.** Add new paragraph to read:

- J. Canine Officer: The Canine Officer shall be compensated one-half (½) hour per day for all care, feeding, grooming, exercising and related services concerning the County's police dog which is placed under the Canine Officer's charge. The Canine Officer's regular work schedule shall be reduced to account for these hours such that the care, feeding, grooming, etc. that occurs on the Canine Officer's days off shall not be considered overtime.

**CO. 8 ARTICLE 16 – UNIFORM ALLOWANCE.** Amend as follows:

The Employer shall purchase all necessary uniforms and equipment for employees and replace them as needed due to normal wear or if damaged, ripped or torn in the line of duty. The replacement of eyeglasses shall be allowed if broken in the line of duty and reported by inclusion in the official report of the incident. The County agrees to provide a footwear allowance of up to one hundred fifty dollars (\$150.00) per year to all employees subject to the Employer's expense reimbursement policy and procedures, including the use of Employer's tax exempt number for making the purchase if applicable. The Employer shall not be responsible for the repair or replacement of any employee owned equipment not specifically approved for use by the Sheriff.

The Employer agrees to provide uniforms and equipment as detailed in Appendix B.

CO 9 **ARTICLE 24 – HEALTH INSURANCE.** Amend paragraph D as the benefits for non-union LTE's cannot be dictated by the collective bargaining agreement:

- D. Regular part-time employees, ~~not including casual limited term employees~~, hired after January 1, 1989 will have their insurance benefits prorated based on hours worked in the previous three (3) months for either the single or family plan. Effective January 1, 2012, newly hired part-time employees shall be eligible the first of the month following hire to participate in the employer's group health insurance plan. The first three (3) months of premium shall be calculated on the hours normally scheduled for their position. Thereafter, the health insurance benefit shall be calculated on a pro rata basis using the hours worked in the previous three (3) months.



RESOLUTION # \_\_\_\_\_

RESOLUTION TO APPROVE THE MERGING OF REGISTER OF PROBATE DUTIES WITH THE OFFICE OF THE CLERK OF CIRCUIT COURT AND STAFF

WHEREAS, a vacancy has occurred in the Clerk of Circuit Court position which has been filled by appointment of the Register of Probate to the position of Clerk of Circuit Court by Washburn County Judge Eugene Harrington, and,

WHEREAS, this appointment has left the position of Register of Probate vacant and,

WHEREAS, after researching the structure of the Clerk of Circuit Court's office and positions in comparison with surrounding counties it has been determined that a cost effective solution would be to merge the position of Register of Probate with those of the Clerk of Circuit Court, Chief Deputy and other Deputies,

WHEREAS, it has been recommended that this will be a trial period effective February 1, 2017 to August 1, 2017 with a re-evaluation done at the end of that time and,

WHEREAS, there would be a separate stipend per person during the trial period, as shown in the attached schedule, and that this stipend would be eliminated if the merger of positions is deemed to be unworkable;

THEREFORE BE IT RESOLVED that the Personnel Committee of the Washburn County Board of Supervisors recommends that the merger of the Register of Probate duties with those of the Clerk of Circuit Court and staff be approved.

FISCAL IMPACT: Approximate Savings of \$52,193.55 for 2017

Recommended for adoption by the Personnel Committee this 21<sup>st</sup> day of February, 2017.

\_\_\_\_\_  
Beth Esser, Chair

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
Romaine Quinn

\_\_\_\_\_  
L.H. Skip Fiedler

\_\_\_\_\_  
Hank Graber

	wage/hr	FTE	hrs/yr	wage/yr	WRS	Taxes	W/C	Health Insurance	Total
Jan 1 2017									
COC	\$ 27.92	1	1950	\$ 54,444.00	\$ 3,702.19	\$ 4,164.97	\$ 125.44	\$21,511.98	\$ 83,948.58
Register in Probate	\$ 20.72	1	1950	\$ 40,404.00	\$ 2,747.47	\$ 3,090.91	\$ 93.09	\$21,511.98	\$ 67,847.45
Chief DCOC	\$ 19.71	1	1950	\$ 38,434.50	\$ 2,613.55	\$ 2,940.24	\$ 88.55	\$0.00	\$ 44,076.84
DCOC (Tonya)	\$ 17.56	1	1950	\$ 34,242.00	\$ 2,328.46	\$ 2,619.51	\$ 78.89	\$8,425.62	\$ 47,694.48
DCOC (Caitlin)	\$ 17.03	1	1950	\$ 33,208.50	\$ 2,258.18	\$ 2,540.45	\$ 76.51	\$8,425.62	\$ 46,509.26
									<u>\$ 290,076.60</u>
<b>PROPOSED *</b>									
COC	\$ 30.92	1	1950	\$ 60,294.00	\$ 4,099.99	\$ 4,612.49	\$ 138.92	\$21,511.98	\$ 90,657.38
Chief DCOC	\$ 21.71		1950	\$ 42,334.50	\$ 2,878.75	\$ 3,238.59	\$ 97.54	\$0.00	\$ 48,549.38
DCOC (Tonya)	\$ 18.56	1	1950	\$ 36,192.00	\$ 2,461.06	\$ 2,768.69	\$ 83.39	\$8,425.62	\$ 49,930.75
DCOC (Caitlin)	\$ 18.03	1	1950	\$ 35,158.50	\$ 2,390.78	\$ 2,689.63	\$ 81.01	\$8,425.62	\$ 48,745.53
									<u>\$ 237,883.05</u>

\*The proposed stipend per position would be as follows:

Clerk of Circuit Court/Register in Probate	\$3.00/hr x 1950 = \$ 5850
Chief Deputy Clerk of Circuit Court/Register in Probate	\$2.00/hr x 1950 = \$ 3900
Deputy Clerk of Circuit Court/Register in Probate (2 positions)	\$1.00/hr x 1950 = \$ 1950
	\$1.00/hr x 1950 = \$ 1950
	<u>\$13650</u>

RESOLUTION # \_\_\_\_\_

RESOLUTION TO INCREASE THE  
2017 EMERGENCY GOVERNMENT DEPARTMENT FOR 2016 DMA  
HOMELAND SECURITY PROGRAM EXERCISE GRANT –  
#2016-HSW-04-10847

WHEREAS, the Emergency Government Department has received additional State grant funding in the amount of \$6,140.80; and,

WHEREAS, the benefit of training and exercising is most evident at the local level, when a community as a whole prepares for and provides an integrated response to a disaster situation. Incident response organizations (*to include local public health, public works, emergency management, fire, emergency medical services, law enforcement, hazardous materials, private sector entities, non-governmental organizations, medical organizations, utilities, and others*) must work together to respond to a disaster;

WHEREAS, funding under this grant program will allow local agencies to exercise together to become better prepared to respond and work in a multiagency Emergency Operations Center;

WHEREAS, the grant is to be used for emergency management to provide a joint Railroad Functional Exercise;

WHEREAS, these funds are not part of the current 2017 Emergency Government Department budget;

THEREFORE BE IT RESOLVED; that the 2017 Emergency Government (#52910) budget in increased \$6,140.80 for the equipment grant.

**FISCAL IMPACT: State Grant \$6,140.80**

Recommended for adoption by the Washburn County Finance Committee this  
\_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Lester "Skip" Fiedler, Chair

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
Hank Graber

\_\_\_\_\_  
Chris Thompson

**RESOLUTION # \_\_\_\_\_**

**RESOLUTION TO INCREASE THE  
2017 EMERGENCY GOVERNMENT DEPARTMENT FOR HAZARDOUS  
MATERIALS TRAINING - AWARD FOR FISCAL YEAR 2017**

WHEREAS, the Emergency Management Department has received additional State grant funding in the amount of \$611.40; and,

WHEREAS, Hazardous Materials Operations Level Refresher Training for Fire Departments is necessary and helps to provide an integrated response to a Hazardous Materials Incident;

WHEREAS, funding under this grant program will assist Shell Lake Fire Department to comply with training requirements;

WHEREAS, the grant is to be used for Emergency Management to provide HAZMAT OPERATIONS LEVEL REFRESHER FOR FIRE DEPARTMENTS Training;

WHEREAS, these funds are not part of the current 2017 Emergency Government Department budget,

THEREFORE BE IT RESOLVED; that the 2017 Emergency Government (#52910) budget in increased \$611.40 for the training grant.

**FISCAL IMPACT: State Grant \$611.40**

Recommended for adoption by the Washburn County Finance Committee Management Committee this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Lester "Skip" Fiedler, Chair

\_\_\_\_\_  
David Masterjohn

\_\_\_\_\_  
Steve Waggoner, Vice Chair

\_\_\_\_\_  
Hank Graber

\_\_\_\_\_  
Chris Thompson

RESOLUTION # \_\_\_\_\_

RESOLUTION TO ADOPT WISCONSIN DEPARTMENT OF TRANSPORTATION FROZEN ROAD  
DECLARATION FOR WASHBURN COUNTY ROADS

WHEREAS, per the State of Wisconsin Department of Transportation Frozen Road Declaration, which refers to, in part:

“The frozen road declaration is normally in effect from mid December to late February or early March. Eligibility for increased weight limitations is restricted to vehicles hauling abrasives or salt for highway winter maintenance and peeled or unpeeled forest products cut crosswise not to include woodchips. For legally licensed vehicles hauling these loads, no special permit is required during this period. Legally licensed means currently registered for 80,000 pounds, or the maximum Gross Vehicle Weight (GVW), if less than 80,000 pounds.”

WHEREAS, Washburn County will adopt the Wisconsin Frozen Road Law under Section 348.175 of the Wisconsin State Statutes to all County Roads unless otherwise restricted with postings, and,

WHEREAS, Washburn County will adopt the limitations of Zone 1 of the State Map, attached;

THEREFORE, BE IT RESOLVED, that the Washburn County Board of Supervisors approves the adoption of this resolution.

FISCAL IMPACT: None

Recommended for adoption by the Washburn County Highway Committee this 21<sup>st</sup> day of February, 2017.

\_\_\_\_\_  
Tom Ricci, Chair

\_\_\_\_\_  
Beth Esser, Vice Chair

\_\_\_\_\_  
Chris Thompson

\_\_\_\_\_  
L.H. Skip Fiedler

\_\_\_\_\_  
Lynn Hoepfner

# STATE OF WISCONSIN

## Seasonal Load Limits Boundaries--Frozen Roads



Call (608) 266-8417 for a recorded message of the current status of the frozen road declaration.

- Eligibility for increased weight limitations is restricted to vehicles hauling abrasives or salt for highway winter maintenance and peeled or unpeeled forest products cut crosswise not to include woodchips.
- For legally licensed vehicles hauling these loads, no special permit is required during this period. Legally licensed means currently registered for 80,000 pounds, or the maximum Gross Vehicle Weight (GVW), if less than 80,000 pounds.
- Operation on municipal, town or county roads must be authorized by the maintaining authority for those roads.
- Current maps are posted at <http://wisconsin.gov/Pages/dmv/com-driv-vehs/mtr-car-trkr/ssnl-wt-rsrtcns/frozenroad.aspx>.
- These conditions were determined based on engineering standards applied specifically to these vehicle configurations.
- Please call us at (608) 266-7320 or email us at [Bill.Wondrachek@dot.wi.gov](mailto:Bill.Wondrachek@dot.wi.gov) if you have questions about this map or the accompanying permits or lists.

