

WASHBURN COUNTY BOARD OF SUPERVISORS AGENDA – DRAFT

March 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 February 21, 2017 County Board Proceedings
7. Presentation of Certificate of Appreciation to McLain Hutton, Youth Representative
8. Presentation re: Meth Awareness by Tammy Hopke, Program Coordinator for Restorative Justice of Northwest Wisconsin, Inc. and Cara Murden, Law Enforcement Admin Asst.
9. Concerned Citizens

10. Consent Agenda

- A. Rezone Petition and Amendatory Ordinance
- B. Resolution Designating the Week of April 3rd – 7th, 2017 as “Work Zone Safety Awareness Week in Washburn County”
- C. Resolution to Update Employee Handbook Language re: Hiring Policy for Annual Budgeted Seasonal Workers
- D. Resolution to Update Employee Handbook Language re: Clarification of Mileage Policy

11. Other Resolutions and Ordinances

- A. Final Resolution Creating the Pokegama Lake Dam Special Assessment District – Supv. Ricci
- B. Resolution Approving Highway Auction Proceeds to be Used for Equipment Purchase – Supv. Fiedler
- C. Resolution Amending County Ordinance regarding Address Sign Policies – Supv. Masterjohn

12. Committee Reports

14. Chair Appointments: 2017 LEPC Appointments (Julie Hustvet – Media Group, Romaine Quinn – Elected Officials Group, Joshua Sanders – Facilities Group); Spooner Library – Jocelyn Ford
15. Citizen Comments
16. Chair Comments -
17. Possible Future Agenda Items – Opioid Awareness Presentation/Tammy Hopke; Move of April County Board Meeting due to conflict with statutory municipal meetings
18. Audit Per Diems
19. Adjourn

Respectfully submitted this 15th day of March 2016
Lolita Olson, County Clerk

Copy via Email: County Clerk; Department Heads; News Media. Individuals with qualifying disabilities under the Americans with Disabilities Act, in need of accommodations, should contact the County Clerk's office at 468-4600 at least 24 hours prior to the meeting.

WASHBURN COUNTY BOARD OF SUPERVISORS MINUTES –DRAFT

February 21, 2017

6:00 p.m.

County Board Room, Elliott Building, Shell Lake, Wisconsin

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: (16), Absent/Excused: (4) Lee, Stoll, Dohm, Sather. Youth Present: (2) Tolene, Schunck.
5. Approval of Agenda on motion by Waggoner, 2nd by Hoeppner; MC.
6. Approval of January 25, 2017 County Board Proceedings on motion by Masterjohn, 2nd by Ford; MC.
7. Recommendation for Approval to Appoint District 1 Supervisor; motion to ratify Karen Baker 's appointment was made by Hoeppner, 2nd by Hansen; MC. As Ms. Baker is also working as an election inspector today, she will be taking her oath of office within the next few days.
8. Update on Trego Lake District – Tom Frost and _____ updated the board on the project. He stated that the project finished on September 29th and the channel from the dam to the Hwy 53 bridge is open and navigable for boats. Along with a DNR grant, private donations, special charge to lake property owners, a donation from the Town of Trego and the \$25,000 that was forwarded from the county, the budgeted project cost of \$100,000 was met. The \$25,000 was repaid in December and a large symbolic check was handed to Chair Mackie; Tom Frost thanked the board. Questions were answered regarding the sediment collected, history and dredging depth/width of the channel.
9. Finance Director Report – Jane Dvorak gave an update on 2016, stating that she is still finishing final tie-outs; overall came in better than expected. Resolution will be forthcoming for changes in ADRC/Aging maximizing billable dollars through Medicaid; it was a good year for Forestry.
10. Concerned Citizens – Judge Harrington asked about item 12H; Ms. Esser explained that the financial part of the salary issue had needed clarification and was approved by Personnel just prior to the board meeting.
11. **Consent Agenda – motion to approve by Masterjohn, 2nd by Fiedler; Mackie requests A to be withdrawn for consideration; MC on unanimous voice vote.**
 - A. **Resolution 8-17 Issuance of Tax Deeds by the County Clerk to the County for Certain Unredeemed Properties** – Nicole Tims mentioned that currently there are 126 properties, about 100 will get paid prior to issuance of tax deeds by March 24th; motion to approve by Ricci, 2nd by Fiedler; MC.
 - B. **Resolution 9-17 to Update the Washburn County Purchasing Policy – 5-107 Sales Tax Exemption**
 - C. **Resolution 10-17 Fire Wardens Approvals for DNR**
12. **Other Resolutions and Ordinances**
 - A. **Resolution 11-17 to Increase the 2017 Register of Deeds and Surveyors Budgets for the Wisconsin Land Information Program Grant** – motion to approve by Fiedler, 2nd by Waggoner. Roll Vote: Yes (16); Youth: Yes (2); MC.
 - B. **Resolution 12-17 to Increase the 2016 Emergency Government Department Budget - Donation Award for Fiscal Year 2016** – motion to approve by Fiedler, 2nd by Masterjohn. Roll Vote: Yes (16); Youth: Yes (2); MC.
 - C. **Resolution 13-17 to Increase the 2016 Washburn County Sheriff's Office Budget – Grant Award for Fiscal Year 2016** – Motion to approve by Fiedler, 2nd by Reiter. Roll Vote: Yes (16); Youth: Yes (2); MC.

- D. **Resolution 14-17 to Approve Purchase of a Utility Vehicle for the Sheriff's Department** – motion to approve by Fiedler, 2nd by Masterjohn, Fiscal impact of \$8820 should be so noted. Roll Vote: Yes (16); Youth: Yes (2); MC.
- E. **Resolution 15-17 to Increase the 2016 Highway Department Budget for Purchase of Sand Bags** – motion to approve by Fiedler, 2nd by Reiter. Carol Buck explained that 10,000 sand bags had been purchased and has almost been fully paid for between the two grants received. Roll Vote: Yes (16); Youth: Yes (2); MC.
- F. **Resolution 16-17 to Increase the 2017 Forestry Department Parks Budget – Campground Engineering Costs** – motion to approve by Fiedler, 2nd by Hoeppner. It was mentioned that this plan had been supported by the Committee of the Whole when they met last year to start the strategic planning process. Mike Peterson reviewed the process with the board. The plan is for the Totogatic Park campground to expand by 20-25 sites. People are being turned away currently due to the campsites being filled. The design would be for a modular concept so that we could expand further in the future if needed. Parks revenue was about \$30,000 over what was projected for budget. Competitive grant was discussed which could be available at a 50% level if awarded; reviewed the \$15,000 cost for the plan. Mr. Peterson stated that it would be a \$400,000 to \$500,000 project and that by committing to the \$15,000 engineering cost is not the same as being committed to the project and that he would have a solid proposal by budget time. Mr. Peterson mentioned that this is a big project and he would like to know now if board does not want to proceed. Discussion was held concerning the fact that the county is not competing with private sector campgrounds since no seasonal or permanent sites are offered. Discussed full potential for the area and the economic benefit for the county. Mark Heil addressed upgrades that need to be done to the existing campground and in the expansion including new play area, pavement, electric upgrades, leveling, replacing the registration booth. The board would need to decide what would fit in the overall plan; Mr. Peterson thanked the board for their support and will give frequent updates. Roll Vote: Yes (16); Youth: Yes (2); MC.
- G. **Resolution 17-17 for Ratification of the 2017 Sheriff Deputies Local 225 Labor Agreement** – Supv. Esser moved to approve and stated that this is a 2 year contract and was amended by Personnel to reflect 2017-2018 with fiscal impact of \$14,000 and \$14,280 for the two years respectively; 2nd by Fiedler. Waggoner moved to amend article 29, section b, which should read 2018 and not 2017, 2nd by Haessig, MC on unanimous voice vote. Waggoner moved to amend Article 15-a, which was not on the table during negotiations, but will make the amendment to go to \$3000 for tuition reimbursement instead of the \$500 to make it consistent with the rest of the employees; MC on unanimous voice vote. Roll Vote to ratify amended agreement: Yes (16); Youth: Yes (2); MC.
- H. **Resolution 18-17 to Approve the Merging of Register of Probate Duties with Clerk of Circuit Court** – motion to approve by Esser, 2nd by Fiedler. Judge Harrington asked if there were any questions and mentioned that at Finance a proposal was made to amend the salaries and to put some dollars into education for the Clerk of Court/ Register in Probate. This will be reviewed in August. Discussed.
- I. **Resolution 19-17 to Increase the 2017 Emergency Government Department for 2016 DMA Homeland Security Program Exercise Grant** – Motion to approve by Fiedler, 2nd by Reiter. Carol Buck explained what the exercise is for, with the scenario being a haz mat spill with the railroad. Roll Vote: Yes (16); Youth: Yes (2); MC.
- J. **Resolution 20-17 to Increase the 2017 Emergency Government Department for Hazardous Materials Training – Award for Fiscal Year 2017** – Motion to approve by Fiedler, 2nd by Hoeppner. Carol Buck reviewed the training involved and expected reimbursements. Roll Vote: Yes (16); Youth: Yes (2); MC.
- K. **Resolution 21-17 to Adopt Wis DOT Frozen Road Law for Washburn County Roads** – Motion to approve by Ricci, 2nd by Fiedler. Frank Scalzo reviewed the requirements between state and county; this resolution covers any discrepancies. It was stated that road bans came on today. MC on unanimous vote vote.

13. Committee Reports – Motion by Sue Hansen, 2nd by Fiedler to suspend reports; MC.

14. Chair Appointments – Chair Mackie mentioned that there is an opening on the Spooner Library board and to get in touch with him if anyone is interested (would be on with T. Hopke).
15. Citizen Comments – Julie Hustvedt asked what happens when the position for an elected reverts back? (in re: merger of Clerk of Court/Reg in Probate); salaries, etc., would all revert back to original amounts.
16. Chair Comments – Chair Mackie stated that the newspaper knows more about a civil suit than the named board members know; no one has been served yet regarding the Kim Frankenberg suit.
17. Possible Future Agenda Items – Presentation by Tammy Hopke to do a presentation on Meth next time and another one for Opioids after that.
18. Audit Per Diems on motion by Fiedler, 2nd by Masterjohn; MC.
19. Adjourn at 7:17 pm on motion by Fiedler, 2nd by Masterjohn; MC.

Respectfully submitted,
Lolita Olson, County Clerk

REZONING PETITIONS

Washburn County Board of Supervisors

Rezoning petitions were filed with the Washburn County Zoning Office for changes in the Zoning districts. Notices were sent that a public hearing would be held on February 28, 2017.

The Zoning Committee did conduct the public hearings, considered the following and recommend as:

Minong Township Brian Abbott, Minong WI. PROPERTY: SE SE, MapID#MI1133/21435, 40 acres, Section 16-42-13, to rezone 13.5 (+-) acres from Forestry to Residential Agricultural in the town of Minong to be able to separate and build a house.

The Zoning Committee recommends APPROVAL of the request to rezone 13.5 acres of Forestry to Residential Agriculture.

Frog Creek Township Douglas Denninger, Minong WI. Property: SE SW, Map ID FC869/15266, 40 Acres, Section 17-42-11, to rezone 5.5(+/-) acres from Agricultural to Residential Agricultural in the Town of Frog Creek to be able to split off and sell home.

The Zoning Committee recommends APPROVAL of the request to rezone 40 acres from Agriculture to Residential Agriculture.

Interested persons were given the opportunity to be heard.

Dated

David Haessig, Chairman
Washburn County Zoning Committee

Rezonepetitions022817

AEMNDATORY ORDINANCE

WHEREAS, the Washburn County Board of Supervisors has heretofore been petitioned to amend the Washburn County Zoning Ordinance and Maps; and

WHEREAS, the rezoning petitions have been referred to the zoning district boundaries, pursuant to Wisconsin Statute Chapter 59.69, and;

THEREFORE BE IT RESOLVED that the Washburn County Zoning Ordinance and maps, adopted in 1977 be and the same are hereby amended and designated as;

Minong Township Brian Abbott, Minong WI. PROPERTY: SE SE, MapID#MI1133/21435, 40 acres, Section 16-42-13, to rezone 13.5 (+-) acres from Forestry to Residential Agricultural in the town of Minong to be able to separate and build a house.

Frog Creek Township Douglas Denninger, Minong WI. Property: SE SW, Map ID FC869/15266, 40 Acres, Section 17-42-11, to rezone 5.5(+/-) acres from Agricultural to Residential Agricultural in the Town of Frog Creek to be able to split off and sell home.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried

Dated

Thomas Mackie , Chairman
Washburn County Board of Supervisors

Rezonedpetitions022817

RESOLUTION # _____

RESOLUTION DESIGNATING THE WEEK OF APRIL 3RD THROUGH APRIL 7TH
“WORKZONE SAFETY AWARENESS WEEK” IN WASHBURN COUNTY IN 2017

WHEREAS, in 1999 the Federal Highway Administration (FHWA) partnered with the American Association of State and Highway Officials (AASHTO) to create the National Work Zone Safety Awareness Week campaign, held annually in April prior to the construction season for much of the nation; and,

WHEREAS, the Wisconsin County Highway Association is asking all seventy-two (72) counties in the state to unite and kick-off “Work Zone Safety Awareness Week” with a resolution and campaign to raise awareness for its’ workers and those of various highway contractors performing work for the counties; and,

WHEREAS, in a typical year, over one thousand people are killed in work zones nationwide, either as drivers, passengers, or pedestrians; and

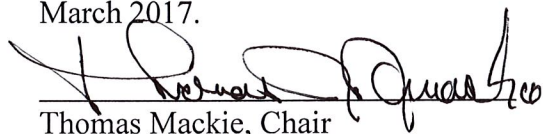
WHEREAS, through their enforcement activities and other participation, the Washburn County Sheriff’s Office, Wisconsin State Patrol and Washburn County Highway Department will work to make “Work Zone Safety Awareness Week” a success; and,

WHEREAS, the County Sheriff’s Office is committed in 2017 to conduct enforcement activities and work jointly with the County Highway Department to make “Work Zone Safety Awareness Week” a success in Washburn County;

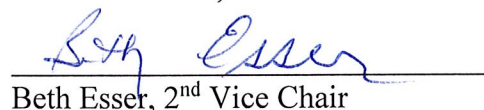
THEREFORE LET IT BE RESOLVED, by the Washburn County Board of Supervisors that the week of April 3rd through April 7th be designated as “Work Zone Safety Awareness Week” in Washburn County.

FISCAL IMPACT: zero impact

Recommended for adoption by the Washburn County Executive Committee this 15nd day of March 2017.


Thomas Mackie, Chair


Tom Ricci, 1st Vice Chair


Beth Esser, 2nd Vice Chair

Chris Thompson, Member

L.H. Skip Fiedler, Member

DRIVE TOWARD *ZERO* CRASHES

**Work Zone Safety
Is In *Your Hands***

2017 National Work Zone Awareness

RESOLUTION # _____

**RESOLUTION TO APPROVE UPDATE TO HIRING POLICY B-4 REGARDING
ANNUAL SEASONAL BUDGETED POSITIONS**

WHEREAS, from time to time County policies need to be revised and updated to ensure currency with law, best practices and language updates, and

WHEREAS, the procedure allows hiring of LTE, seasonal or temporary positions, and

WHEREAS, clarification of wording is needed to streamline hiring of these annual seasonal budgeted positions if the positions meet such qualifications,

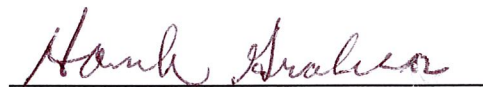
THEREFORE, BE IT RESOLVED, that the revised B-4 policy as attached will be effective upon approval by the Washburn County Board of Supervisors.


FISCAL IMPACT: None

RECOMMENDED FOR ADOPTION, THIS 13TH DAY OF MARCH, 2017 BY THE PERSONNEL COMMITTEE.



Beth Esser, Chair

Romaine Quinn, Member

Hank Graber

Steve Waggoner, Vice Chair

L.H. Skip Fielder, Member

SUBJECT: POSITION JUSTIFICATION & HIRING PROCESS

PURPOSE: To establish a policy and procedure for the justification of new positions, and the initial hiring process

STATEMENT OF POLICY

The Personnel Office will administer and coordinate the position justification and hiring process for all position changes or vacancies. It will ensure a careful review of all personnel changes at the department level, fair and equal treatment of all requests at a county wide level, and compliance with contractual, legal, and equal opportunity requirements. All departments will adhere to the following procedures when announcing position vacancies.

NEPOTISM

Hiring practices will not violate the county's policy on nepotism. For further information see the county's policy on NEPOTISM.

POSITION JUSTIFICATION

1. The Personnel Office will be notified immediately of all potential personnel changes.
2. Upon notification of any potential personnel changes, the Personnel Office will work with the Department head to complete a Personnel Requisition Form (included). The HR Director will assist the Department Head in reviewing all options for eliminating, sharing, consolidating or reassigning job responsibilities as part of the review process.
 - a. This form must be completed for all positions – regular status positions, LTE, seasonal, and temporary positions.
 - ★ ↓ b. c. Once reviewed by the Administrative Coordinator/HR Director, it will be forwarded to the Department Head/Committee of Jurisdiction and Personnel Committee for approval.
3. If the personnel action creates a new position, the request will be forwarded from the Personnel Committee to the County Board for action and approval. To be included in the next year's budget, the position must be approved by the following, prior to the close of the Finance Committee budget hearing.
 - a. Approval from the Committee of Jurisdiction
 - b. Approval from the Personnel Committee
 - c. Approval from the County Board by a 2/3 vote.Other new positions can be requested as needed throughout the year, subject to the same process as outlined above.
4. When filling vacant positions, increasing work hours, salaries and/or other benefits, no action shall occur (including posting or advertising of the position, changes to hours or salaries, etc.) until the Personnel Committee and committee of jurisdiction has approved the request. For new positions, no action shall occur until County Board approval.
5. Due to budgetary constraints, the County Board may institute either a departmental or county-wide freeze on any personnel action to include approving new positions, reclassifications or position status.
6. Existing full-time and part-time positions and current authorized positions will be considered dropped if they are not funded and filled for twelve months. Such positions will need to be resubmitted and considered new positions.

★ b. Annual, LTE, seasonal or temporary positions that have been approved and are budgeted shall not require the completion of additional Personnel Requisition Forms. When such a position comes up for refilling on the succeeding year(s) after approval, it will only be necessary to review the need for the position with the HR Director. (See #1 under TEMPORARY HELP.)

INTERNAL PROMOTION

1. If a position vacancy has been approved by the committee of jurisdiction, if the HR Director has been notified, and if the Department Head has an LTE or regular status employee currently employed by that Department within the County, who is qualified for the position vacancy, the Department Head will be given the authority to approve the LTE* or the regular status employee for the position vacancy without a full recruitment. (*Provided that the LTE has previously undergone a full interview; if not, a full interview as indicated in the interview process should be scheduled prior to approval.)

TEMPORARY HELP

1. After ~~a~~ ^{an initial} position justification for any LTE, seasonal, or contracted employee has been approved by the Personnel Committee and the committee of jurisdiction, the Personnel Office will coordinate the hiring of the position with the assistance of the requesting department by accomplishing the following guidelines:
 - a. The Personnel Office will review the active general application file for potential candidates for the vacant position.
 - b. Those applications that best meet the needs of the vacant position will be selected and reviewed with the requesting Department Supervisor.
 - c. Once the Department Supervisor and Personnel Office have examined all potential applications and determined the top 2-3 candidates for the position(s), the Personnel Office or the Department Head will call the potential candidate to discuss with them the LTE, seasonal and/or contracted position(s) duties and the specified amount of hours available for the positions to determine if they are interested in the position.
 - d. If the potential candidate is interested in the position, the Department Supervisor will then either complete a phone or face-to-face interview with the potential candidate.
 - e. Once all interviews have been completed and the department supervisor has made a decision on whom they would like hired, the potential candidate will be contacted and offered the position.
2. If there are no current qualified applications on file, the positions will be advertised as a Limited Term, Seasonal or Contracted position and all applications will be managed in the Personnel Office and then the process will continue along the same steps as allowed above. The Personnel Office may also request assistance from a local temporary staffing agency.

TESTING

1. Examinations may be developed for certain positions based on the position's responsibilities, the qualifications required, and resources available.
2. The examination may consist of oral interview/application review, a structured questionnaire, practical tests, written tests, or assessment center, etc. In all cases, the testing will be job related and designed to determine the candidate's knowledge, skills and abilities (KSA's) for the position.

RESOLUTION # _____

RESOLUTION TO APPROVE UPDATE OF EMPLOYEE HANDBOOK
POLICY 6.2 TRAVEL REIMBURSEMENT - MILEAGE

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

WHEREAS, the Washburn County Finance Committee recommends changes to Policy 6.2 Travel Reimbursement - Mileage; and,

WHEREAS, the change deletes the language concerning commuting miles and inserts clarifying language concerning reimbursable miles; and,

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

THEREFORE, BE IT RESOLVED, that Policy 6.2 Travel Reimbursement - Mileage, is amended to reflect the changes as shown on the attachment.

FISCAL IMPACT: None

Recommended for adoption by the Washburn County Personnel Committee this 13th day of March, 2017.

Beth Esser, Chair

Steve Waggoner, Vice Chair

Romaine Quinn, Member

L.H. Skip Fiedler, Member

Hank Graber, Member

6.2 TRAVEL REIMBURSEMENT

All employees and elected officials shall be compensated for travel expenses under these guidelines. Travel reimbursement requests shall be made on the appropriate county form. Itemized, dated receipts must be shown for all expenses, excluding alcoholic beverages which are not subject to reimbursement. All requests for reimbursement, with supporting documentation, must be submitted within sixty (60) days after the expense is incurred.

Meal Expenses:

When employees and elected officials are authorized and required by the employer to travel, the County shall reimburse, providing appropriate receipts are furnished, up to the allowed maximums as provided by the Finance Department. Current maximums are indicated on the reimbursement request form.

If a meal is provided, no additional reimbursement will be made for meals purchased in lieu of the provided meal. No company credit card shall be used to purchase meals. The maximum tip to be eligible for reimbursement consideration shall be 15%; the tip is included in the current maximum meal allowance.

Expenses may be paid in aggregate under the following guidelines:

- To be eligible for the breakfast meal, the County requires the employee to leave home prior to 6:30 a.m.
- To be eligible for the noon meal, the County requires the employee to leave their place of work prior to 10:30 a.m. and return home after 2:30 p.m.
- To be eligible for the dinner meal, the County requires the employee to return home after 7:00 p.m.

Department Heads are allowed some flexibility from the Meal Reimbursement guidelines on the hour of the day rules.

Lodging:

Lodging will be paid up to the state rate currently in effect or an amount preapproved. When making lodging reservations, consideration should be given to safety, security and proximity to the event. Employees will note on lodging invoices the purpose of the lodging. If the lodging is for training, indicate the title of the training.

Mileage:

All employees will be required to try to first use a County vehicle for traveling before using personally owned vehicles. If there is not a County vehicle available for use and an employee must use their personally owned vehicle, an employee will be reimbursed for mileage at rates established periodically by the Finance Committee with current proof of insurance at the level recommended by the County's insurance carrier. (Currently \$100K per person/\$300K per Accident/\$50K Property Damage or \$300K combined single limit.)
~~Normal commuting miles shall be deducted from the mileage to be reimbursed unless travel takes place on a day for which no work has been scheduled.~~ Mileage shall be reimbursed for the shortest distance traveled, whether from home or office.

Other:

Miscellaneous expenses will be paid on a case-by-case basis with itemized, dated receipts.

Resolution No. _____

**FINAL RESOLUTION CREATING THE POKEGAMA LAKE DAM SPECIAL
ASSESSMENT DISTRICT PURSUANT TO §§ 31.38(4) & 66.0703, WIS. STATS.**

WHEREAS, on September 17, 2014, the Washburn County Board of Supervisors did resolve and declare its intent to create a Special Assessment District for the reconstruction and permitting of the Pokegama Lake Dam mandated by the Wisconsin Department of Natural Resources (Resolution # 47-14); and

WHEREAS, at that time, the Washburn County Board of Supervisors established the necessity to permit and upgrade the Pokegama Lake Dam as opposed to removing the dam thereby adversely affected the residential riparian properties; and

WHEREAS, Highway and Dam Committee pursuant to §§ 66.0703(4) & (5), Stats., has submitted a report on August 26, 2016, now on file with the Washburn County clerk's office; and

WHEREAS, on September 20, 2016, the Washburn County Board of Supervisors passed a resolution (Resolution #70-16) to apportion costs between the county and the proposed assessment district in the following manner:

Washburn County – 75%

Pokegama Dam Special Assessment District – 25%

WHEREAS, a properly noticed public hearing mandated by § 66.0703(7)(a), Wis. Stats., was held at the Minong town hall on September 24, 2016, at which time comments on the proposed special dam assessment district were taken; and

WHEREAS, a transcript of that hearing is now on file with the Washburn County Clerk's office with a condensed memorandum of the proceedings available on the Washburn County government website at <http://www.co.washburn.wi.us/images/custom/departments/highway/memorandum-public-hearing.pdf>; and

WHEREAS, the Washburn County Highway Department fabricated and installed an adequate dam on the north end of Pokegama Lake in November of 2016; and

WHEREAS, the total cost of the project, including engineering and legal fees, is \$91,862.65; and

WHEREAS, that the 2016 total assessed value of the real estate benefited by the installation of the dam is \$17,251,900.00; and

WHEREAS, there is a dispute regarding three lots at the south end of Pokegama Lake that are included in the proposed assessment district – Tax ID## 20637, 20636 and 20635 – whose legal descriptions run to the water's edge but whose properties abut exposed lakebed blocking access and use of the lake by the property owners whose inclusion in the proposed assessment district is questionable; and

WHEREAS, the Highway and Dam Committee resolves to assess the benefit to those three properties by imposing the assessment calculated on land values only, bringing the total valuation available for assessment to \$16,910,500.00; and

WHEREAS, the Washburn County Board of Supervisors, upon recommendation of its highway and dam committee, deems it necessary to permit and bring into compliance the Pokegama Lake Dam, § 31.38(4), Wis. Stats., and required the county "...to proceed in accordance with § 66.0703, Stats., [authorizing special assessments generally] to make special assessments to property on account of benefits resulting to the property from the improvement...."; and,

NOW, THEREFORE, the Washburn County Board of Supervisors resolves as follows:

1. The Washburn County Board of Supervisors creates the Pokegama Lake Dam Special Assessment District;
2. The boundaries of the proposed Special Assessment District are delineated on the attached map;
3. Washburn County shall pay \$68,896.99 and the balance of \$22,965.66 shall be attributed to the Pokegama Lake Special Dam Assessment District;
4. The basis for the assessment shall be the assessed valuation for each property using the 2016 assessment figures.
5. All tax-exempt real property within the district shall be assessed for purposes of the district.
6. The mill rate for the special assessment shall be: 0.00135807.
7. The special assessment period shall be three years commencing with the tax year 2017 and payments may be made in a lump sum by benefited property owners, or by installment payments, due by November 1st of each year: otherwise such installment will be placed on the property tax bill of the benefited property owner without interest as a special assessment for the year in which the installment is due;
8. The special assessment shall be entered upon the tax rolls of the Town of Minong, Washburn County, Wisconsin, as would any other real estate tax, special assessment or special charge by the town treasurer without interest;

9. This resolution shall be published as a Class 1 notice in the official county newspaper.

Fiscal Impact: \$91,862.65 of which \$22,965.66 will be reimbursed over time.

Moved for adoption by the Highway and Dam Committee on February 27, 2017:

Thomas Ricci, chair

Beth Esser, vice chair

LH "Skip" Fiedler

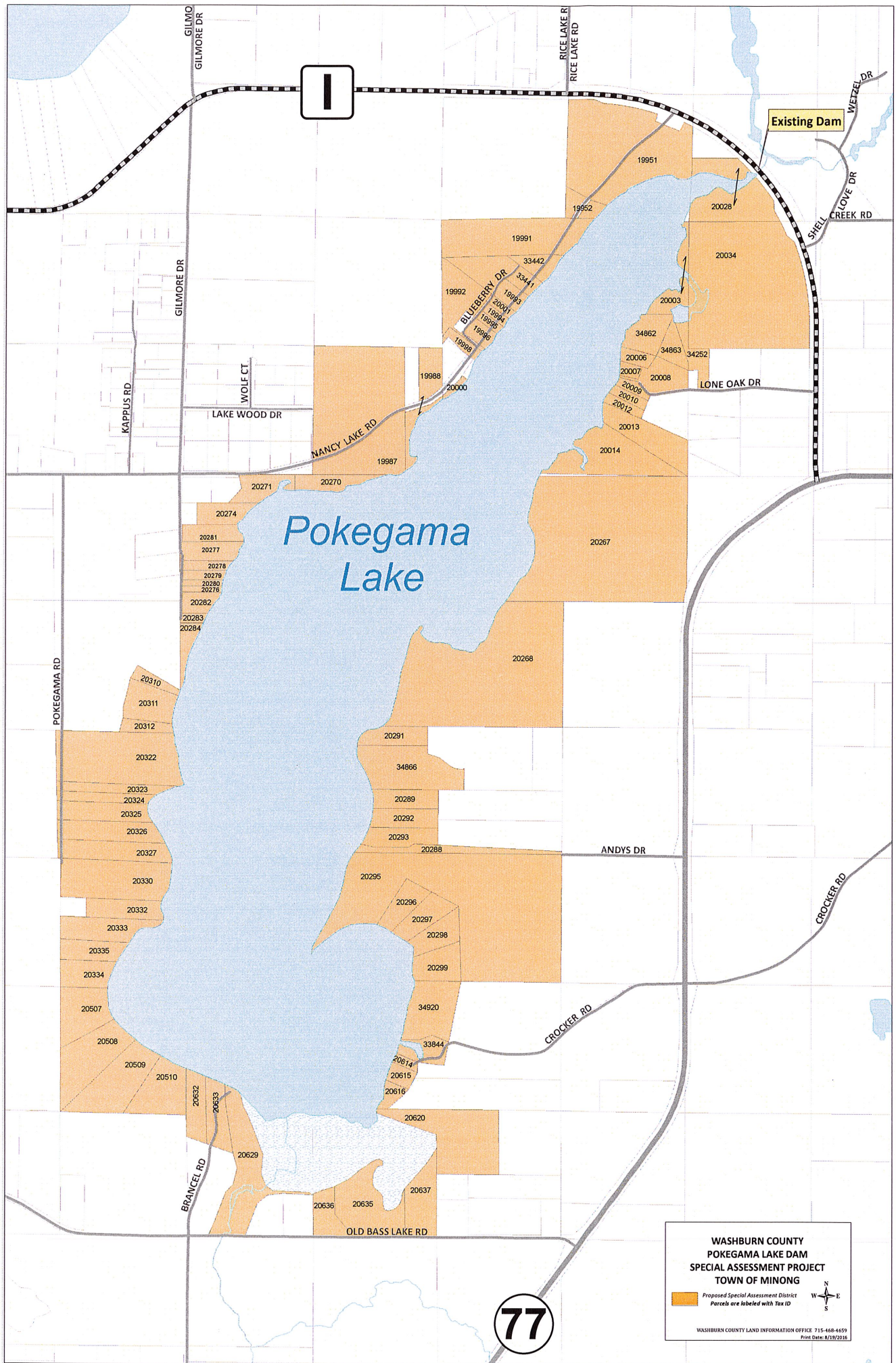
Lynn Hoeppner

Christopher Thompson

Passed by a vote of ____ ayes to ____ nays.

Correct Attest this 21st day of March, 2017.

Lolita Olson
Washburn County Clerk



RESOLUTION # _____

RESOLUTION APPROVING HIGHWAY AUCTION PROCEEDS TO BE USED FOR
EQUIPMENT PURCHASES - RIPPER

WHEREAS, the Washburn County Highway Department receives monies from the sale of equipment sold at auction at various times throughout the year, and

WHEREAS, a check for \$16,659.11 has recently been received from Wisconsin Surplus for the sale of highway equipment, and

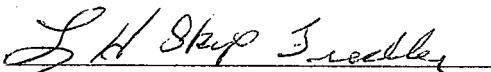
WHEREAS, the Highway Committee recently met and approved the purchase of additional equipment (Ripper) that has not been budgeted, and

WHEREAS, the Highway committee approved that the proceeds of the Wisconsin Surplus auction of highway equipment will be utilized towards the purchase of this equipment, and


THEREFORE LET IT BE RESOLVED, that the proceeds of \$16,659.11 be currently transferred from the highway fund to the highway equipment budget fund (705.53242) to be utilized for the purchase of a Ripper.

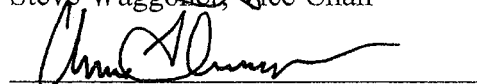
FISCAL IMPACT: zero impact

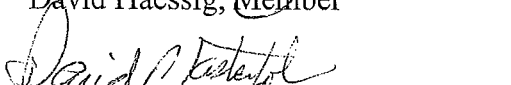
Recommended for adoption by the Washburn County Finance Committee this 2nd day of March 2017.


L.H. Skip Fiedler, Chair


Steve Waggoner, Vice Chair


David Haessig, Member


Chris Thompson, Member


David Masterjohn, Member

**A Resolution amending the Washburn County Code of Ordinances, Chapter 60
– STREETS, SIDEWALKS AND OTHER PUBLIC PLACES – ARTICLE II. –
ADDRESSING AND ROAD NAMING, Sec. 60-25 Address sign policies**

WHEREAS, Section 60-25 – Address sign policy (a) states that the countywide 911 system requires that each parcel with a principle building improvement must have a fire number/property sign and,

WHEREAS, Section 60-25 Address sign policies do not state the location of where fire number signs must be physically installed or relocated on the property, which may cause a delay in locating a property address in an emergency response and,

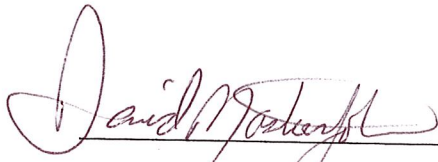
WHEREAS, an identified and uniform placement location of the fire number signs is to the benefit of the Public Safety Answering Point (PSAP)/Emergency Management, Police, Fire, EMS, Land Information, Zoning and other County Officials, etc.,

THEREFORE, BE IT RESOLVED that the attached amended ordinance be adopted this day, amending the current ordinance referenced above to read ***“Fire Number signs shall be visibly placed at the entrance of the driveway that coincides with the address assigned by the County”***.

BE IT FURTHERMORE; that said ordinance be incorporated in the Washburn County Code of Ordinances, Chapter 60 – STREETS, SIDEWALKS AND OTHER PUBLIC PLACES – ARTICLE II. – ADDRESSING AND ROAD NAMING, Sec. 60-25 Address sign policies and be effective upon approval.

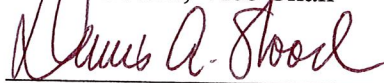
FISCAL IMPACT: None

Recommended for adoption by the Washburn County Law Enforcement/Emergency Management Committee this 9 day of March 2017.

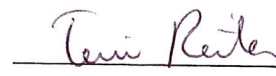


David Masterjohn, Chair

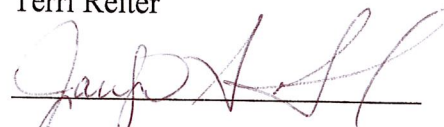
Steven Sather, Vice Chair



Dennis Wood



Terri Reiter



Jocelyn Ford