

WASHBURN COUNTY BOARD OF SUPERVISORS AGENDA – DRAFT

March 19, 2019

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. D. Masterjohn
3. Notice of Meeting - Deputy County Clerk Jill Matthys
4. Roll Call – Deputy County Clerk Jill Matthys
5. Approval of February 19, 2019 County Board Proceedings
6. Presentation of Certificate of Appreciation to Youth Representative: Cora Tolene
7. Concerned Citizens

8. Consent Agenda

- A. Rezone Petition and Amendatory Ordinance
- B. Resolution Designating the Week of April 7-13, 2019 as “Work Zone Awareness Week” in Washburn County
- C. Resolution Approving Emergency Fire Warden Organization List

9. Other Resolutions and Ordinances

- A. Resolution Amending Washburn Code of Ordinances re: Address Sign Policies – Supv. D. Masterjohn
- B. Resolution to Carry Over ADRC 2018 Funds – Supv. Sather
- C. Resolution to Carry Over Aging 2018 Funds – Supv. Sather
- D. Resolution to Increase the 2018 Unit on Aging Department Budget re: Grant Funding – Supv. Sather
- E. Resolution to Carry Over 2018 Funds to the 2019 Highway Dept Budget – Supv. Sather

10. Committee Reports
11. Chair Appointments – updates to LEPC
12. Citizen Comments
13. Chair Comments
14. Possible Future Agenda Items
15. Audit Per Diems
16. Adjourn

Respectfully submitted this 14th day of March 2019
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 19, 2019

6:00 p.m.

County Board Room – Ed 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 led by Supv. D. Masterjohn.
3. Notice of Meeting was read by County Clerk Olson.
4. Roll Call was done by County Clerk Olson. Present: (18), Excused/Absent: (3) Olsgard, Thompson, Sather; Youth Present: (1) Tolene.
5. Approval of November 13, 2018 County Board Proceedings on motion by Dohm, 2nd by Quinn; MC.
6. Concerned Citizens – None at this time.
7. Presentation re: Spooner Schools After School Program – Karen Collins presented the 21st Century Afterschool Program grant funding process and is looking for other ways to generate funding needed to maintain quality programming offered at after school if they do not receive grant funding. Staff training is assisted by UW-Extension and has also been supported by the grant in the past. Collins wants to create awareness of the situation and encourage community assistance. Volunteers can contact Karen at 715-635-0243.
8. **Consent Agenda Resolutions** – Motion to approve by D. Masterjohn, 2nd Wilson; MC. Chair Mackie discussed item D and said the Judge also has guidelines to follow when closing.
 - A. Rezone Petition and Amendatory Ordinances – November & December
 - B. Resolution 1-19 Amending Washburn County Code of Ordinances, Chapter 38, Article IV, Zoning Regulations
 - C. Resolution 2-19 Amending Guidelines for Youth on the County Board Program
 - D. Resolution 3-19 on Authority for Closing County During an Emergency
 - E. Resolution 4-19 Approving New Employee Handbook Policy re: Gifting of Sick Pay
 - F. Resolution 5-19 for Annual Update of Employee Handbook
 - G. Resolution 6-19 re: Holding of Meetings as May be Necessary to Conduct Business
 - H. Resolution 7-19 Updating Purchasing Policy in re: Contracting Authority (Unit on Aging Purchasing of Client Services re: Nutrition Program) with short video re: Sustainable Kitchens by Justin Johnson, CEO/Founder of Sustainable Kitchens (video not presented)
9. **Other Resolutions and Ordinances:**
 - A. Resolution 8-19 to Use Aging Fund Balance to Purchase an Oven for the Spooner Senior Center – Motion to approve by Haessig, 2nd by Quinn. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.
 - B. Resolution 9-19 to Increase the 2018 Unit on Aging Dept Budget – Grant Funding – Motion to approve by Featherly, 2nd by Dohm. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.
 - C. Resolution 10-19 to Increase the 2019 Unit on Aging Dept Budget – Grant Funding – Motion to approve by D. Masterjohn, 2nd by C. Masterjohn. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.
 - D. Resolution 11-19 Denying Jesse & Stacy Sondreal Claim – Approved by unanimous voice vote; MC.
 - E. Resolution 12-19 Ordering Issuance of Tax Deeds by the County Clerk to the County for Certain Unredeemed Properties – Motion to approve by Haessig, 2nd by Quinn. There will be people paying before the deadline. Mackie requested roll vote: Yes (18), No (0); Youth: Yes (1); MC.
 - F. Resolution 13-19 Approving New Position of Nutrition Director (revised from current position) – Motion to approve by Wilson, 2nd by Graber. Linda Hand will perform the health prevention duties until funding is received. Voice vote carried unanimously; MC.
 - G. Resolution 14-19 to Increase the 2019 Public Property Courthouse Budget due to the Jail Laundry Capital Project Completion – Motion to approve by D. Masterjohn, 2nd by Haessig. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.
 - H. Resolution 15-19 to Accept Funds from the Dept of Agriculture, Trade and Consumer Protection – Motion to approve by Featherly, 2nd by D. Masterjohn. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.
 - I. Resolution 16-19 to Increase the 2019 Land Information/Surveyor Budget re: 2019 WLIP Grants – Motion to approve by Haessig, 2nd by Wood. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.

- J. Resolution 17-19 to Carry Over FY 2018 Grant/Fund Balance to FY 2019 Emergency Management Budget – Motion to approve by D. Masterjohn, 2nd by Featherly. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC
- K. Resolution 18-19 to Increase the 2018 Emergency Dept Budget re: 2018 Enbridge Grant – Motion to approve by Featherly, 2nd by D. Masterjohn. Roll Vote: Yes (18), No (0); Youth: Yes (1); MC.

10. Update on Building Projects – Mackie reported that tomorrow they will get real numbers from opening bids for the new Forestry office building. Bids for Shell Lake Senior Center and Maintenance Garage are to be going out within the next three weeks. Ad Hoc and Finance looked at preliminary estimates and are considering various financing options. Block 9 residents have to be moved out by March 31st; demolition will occur after that.

11. Committee Reports – Finance: resolutions reviewed, no surprises in Finance; HHS: evaluation process for P4P and overview of 2018 accomplishments/2019 goals; IT: was \$7,000 under budget in 2018 and has a meeting coming up; Personnel: pay for performance, thanked board for adoption of resolutions, working on evaluations; Ag/LCC: met in January, resolutions were presented tonight, also need new active farmer to fill vacancy on committee; Water/Land Conservation: had student contests last month; Forestry: opening bids tomorrow for office building and will meet thereafter, also bid openings on planting trees; Highway: dam in Minong will be drawn down 1 foot next winter to make repairs, they are meeting on Monday, just purchased a new excavator; Law Enforcement: new laundry operation is running, waiting on furniture for interview room, opened bids for 911 signs and installation in Barronett, Saron, Long Lake, Birchwood townships, should be starting the project near the end of April, moving forward with the other townships in future so all will be completed in approximately five years; Public Property: busy with planning the new government center building project; Solid Waste/Recycling: will be meeting in June and has one new township that is interested in cleanup reimbursement this year, amount set at \$2,200. Mackie reported that our hazardous waste pickups have been on the weekend and that will change to Monday through Thursday only with current company and new company would be a 90% increase in fees; UW-Extension: hasn't met yet this year, fortunate to have an area director who operates five counties and does not need daily oversight; Veterans: will be meeting on Thursday, working on department head performance review and this year's goals and projections for outreach; Aging/ADRC: working on a potential cook's position, getting lined up with a site for the Shell Lake seniors during the new building project, a revised rental agreement is being reviewed; Zoning: meets next Tuesday, new zoning administrator is up to speed and things are going well and a new zoning technician will be starting work next Monday, permits are down right now, overall trend is lots of projects but not enough builders; Transit: meeting in April, chair met with Vreeland who has lots of projects lined up.

12. Chair Appointments – Motion to ratify chair's nomination of Richard Coquillette to Housing Authority of Washburn County was made by Kessler, 2nd by Dohm.

13 Citizen Comments – None

14. Chair Comments – Jocelyn Ford has returned to the board after having surgery. Mackie is pleased that the board is going along with policy changes due to emergencies. The governor declared a state of emergency and he went along with it and should.

15. Possible Future Agenda Items

16. Audit Per Diems on motion by C. Masterjohn, 2nd by D. Masterjohn; MC.

17. Adjourn at 7:16 p.m. on motion by Haessig, 2nd by Quinn; MC.

Submitted this 27th day of February 2019
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 26, 2019.

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

Beaverbrook Township Michael Linton, Shell Lake WI. Record ID#35053, 33.63 Acres, PT NW NE, Section 25-38-12, Town of Beaverbrook, to rezone +5.37 acres from Agricultural to Residential Agricultural to be able to make a smaller parcel.

The Zoning Committee recommends APPROVAL of the request to rezone +5.37 acres of Agricultural to Residential Agriculture.

Interested persons were given the opportunity to be heard.

Dated

David Haessig, Chairman
Washburn County Zoning Committee

AMENDATORY 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;

Beaverbrook Township: Michael Linton, Shell Lake WI. Record ID#35053, 33.63 Acres, PT NW NE, Section 25-38-12, Town of Beaverbrook, to rezone +5.37acres from Agricultural to Residential Agricultural to be able to make a smaller parcel.

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

Rezonepetitions022619

RESOLUTION NO. _____

TO: THE HONORABLE CHAIRMAN AND MEMBERS OF THE WASHBURN COUNTY BOARD OF SUPERVISORS:

RE: RESOLUTION DESIGNATING THE WEEK OF APRIL 8 THROUGH APRIL 12, 2019 AS "WORK ZONE AWARENESS WEEK" IN WASHBURN COUNTY

WHEREAS, in 1999, the Federal Highway Administration partnered with the American Association of State Highway Officials and more recently the American Traffic Safety Services Association to create the National Work Zone Safety Awareness campaign which is held annually in April prior to construction season in much of the nation; and

WHEREAS, the Wisconsin County Highway Association is asking all seventy-two 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, the traveling public, public safety workers, and those of various highway contractors performing work for the counties; and

WHEREAS, construction and maintenance activities on our streets and highways periodically require that work zones be established; and

WHEREAS, there has been over 2,000 work zone crashes in Wisconsin in each of the last three years; and

WHEREAS, in 2017, Wisconsin suffered from were nearly 2,700 crashes in road construction and maintenance zones, resulting in over 1,000 injuries and six fatalities; and

WHEREAS, between 2012 and 2017, there were 55 fatalities recorded as a result of crashes in Wisconsin work zones including three Wisconsin County Highway workers which were killed in work zones in 2015; and

WHEREAS, through their enforcement activities and other participation, the Washburn County Sheriff's Office, Wisconsin State Patrol, and Washburn County Highway Department are committed to working together in 2019 to make Work Zone Awareness Week a success;

WHEREAS, the Federal Highway Administration has designated April 8 through April 12, 2019 as National Work Zone Awareness Week;

NOW, THEREFORE, BE IT RESOLVED, by the Washburn County Board of Supervisors that the week of April 8 through April 12, 2019 be designated as Work Zone Awareness Week in Washburn County.

DATED THIS _____ DAY OF MARCH, 2019

Recommended for adoption by the Washburn County Highway and Dam Committee this ____ day of _____ 2019.

Chris Thompson, Chair

Hank Graber, Vice Chair

Romaine Quinn, Member

Sandy Johnson, Member

Tim Kessler, 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,

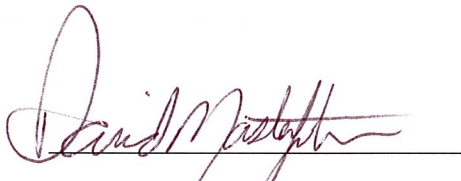
WHEREAS, Section 60-25 Address sign policy does not state which Department or Agency is responsible for enforcement of said policy; and,

WHEREAS, enforcement authority for 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.,

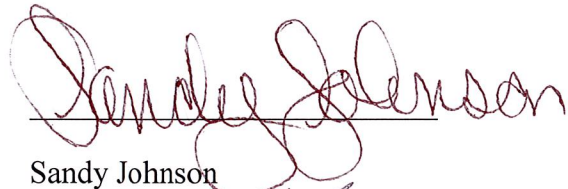
THEREFORE, BE IT RESOLVED that the Washburn County Sheriff's Office is hereby charged with enforcement of this chapter.

FISCAL IMPACT: None

Recommended for adoption by the Washburn County Law Enforcement/Emergency Management Committee this 14th day of February 2019.

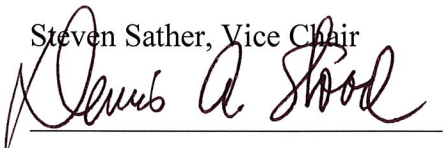


David Masterjohn, Chair



Sandy Johnson

Steven Sather, Vice Chair



Dennis Wood



Jocelyn Ford

RESOLUTION # _____

**RESOLUTION TO CARRY OVER
ADRC 2018 FUNDS**

WHEREAS, the ADRC Breakfast for the Brain program received \$1,350 in revenue from a local sponsors in 2018 to be used toward expenses for this particular program; and,

WHEREAS, \$941.93 remain in the ADRC Breakfast for the Brain program; and,

WHEREAS, the \$941.93 is intended be used toward expenses for the Breakfast for the Brain Program; and,

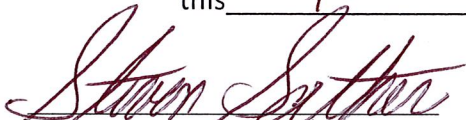
THEREFORE BE IT RESOLVED, the Washburn County Aging and Disability Services Committee recommends the carryover of these \$941.93 sponsorship funds to the 2019 ADRC budget to be used toward the Breakfast for the Brain Program;

THEREFORE BE IT FURTHER RESOLVED; that remaining balance of \$941.93 in 2018 ADRC budget be carried over to the 2019 ADRC budget account number 238.54660.48901 for the Breakfast for the Brain Program.


FISCAL IMPACT: \$941.93

Recommended for adoption by the Washburn County Finance Committee

this 7th day of march, 2019.


Steve Sather, Chair


David Haessig, Vice Chair


David Masterjohn, Member


Christopher Thompson, Member


Linda Featherly, Member

RESOLUTION # _____

**RESOLUTION TO CARRY OVER
AGING 2018 FUNDS**

WHEREAS, in 2018 the Aging Chore program lost the Cleaning Service Company; and,

WHEREAS, in 2018 Aging Chore Program Clients were not serviced; and,

WHEREAS, \$9,593.00 was intended be used toward expenses for the Aging Chore Program; and,

THEREFORE BE IT RESOLVED, the Washburn County Aging and Disability Services Committee recommends the carryover of \$9,593.00 to be used toward the Aging Chore Program and the new Cleaning Service Company;

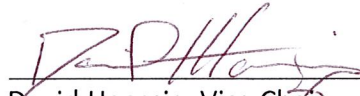
THEREFORE BE IT FURTHER RESOLVED; that remaining balance of \$9,593.00 in 2018 Aging budget be carried over to the 2019 Aging budget account number 240.61810.41110 for the Aging Chore Program.

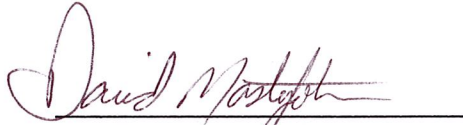
FISCAL IMPACT: \$9,593.00

Recommended for adoption by the Washburn County Finance Committee

this 7th day of March, 2019.


Steve Sather, Chair


David Haessig, Vice Chair


David Masterjohn, Member


Christopher Thompson, Member


Linda Featherly, Member

RESOLUTION TO INCREASE THE 2018 UNIT ON AGING DEPARTMENT BUDGET

WHEREAS, the Unit on Aging Department receives funding from the State of Wisconsin for various programs, and throughout the year the State will amend the amount of grants; and,

THEREFORE BE IT RESOLVED, the Washburn County Aging and Disability Services Committee recommends to increase the 2018 Unit on Aging budget in the amount of \$1,300.00;

THEREFORE BE IT FURTHER RESOLVED; that the 2018 Unit on Aging budget shall be increased \$1,300.00 for the additional grant funding received in the specific accounts listed in the table below.

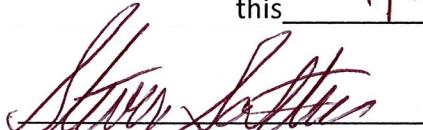
Account Number	Payment/Funding Description	Original	Amendment	Amendment 2	Change
240.66101.46563	C1 Spooner/GWAAR Congregate/NSIP	\$16,319.00	\$17,675.00	\$18,975.00	\$1,300.00

Total
Change: \$1,300.00

FISCAL IMPACT: \$1,300.00

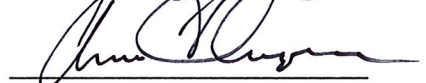
Recommended for adoption by the Washburn County Finance Committee

this 17th day of March, 2019.


Steve Sather, Chair


David Haessig, Vice Chair


David Masterjohn, Member


Christopher Thompson, Member


Linda Featherly, Member

RESOLUTION# _____

**RESOLUTION TO CARRYOVER 2018 FUNDS TO THE
2019 HIGHWAY DEPARTMENT BUDGET**

WHEREAS, the 2018 Highway Department budget included funding for the purchase of a sign truck; and,

WHEREAS, the sign truck was contracted through a purchase agreement

in 2018 with Terex Utilities Inc; and,

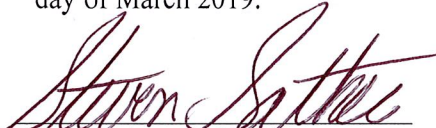
WHEREAS, the truck will not be delivered on sight to the highway

department until calendar year 2019

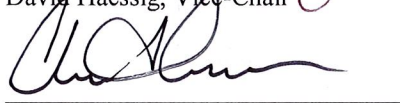
THEREFORE BE IT RESOLVED; that \$172,222.00 be re-appropriated from the 2018 Highway Department budget (#53242) to the 2019 Highway Department budget (#53242) to pay for the sign truck. There are also \$50,000 for this purchase set aside in capital funds. The total purchase price of the sign truck is \$222,222.00

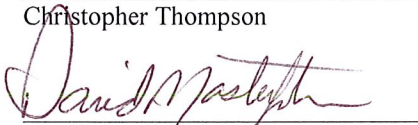
FISCAL IMPACT: Carryover of Funds \$172,222.00

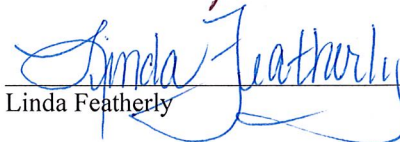
Recommended for adoption by the Washburn County Finance Committee this 7th day of March 2019.


Steven Sather, Chair


David Haessig, Vice-Chair


Christopher Thompson


David Masterjohn


Linda Featherly