

WASHBURN COUNTY BOARD OF SUPERVISORS AGENDA

May 21, 2024

6:00 p.m.

Board Room, Washburn County Services Center, Shell Lake, Wisconsin

1. Call Meeting to Order – Chair Kessler
2. Moment of Silent Meditation and Pledge of Allegiance – Supv. D. Wilson
3. Notice of Meeting – County Clerk Swearingen
4. Roll Call – County Clerk Swearingen
5. Approval of April 16th & 29th, 2024 County Board Proceedings
6. Concerned Citizens
7. Consent Agenda Resolutions
 - a. Rezone and Amendatory Ordinance – March 2024 – Long Lake
 - b. Rezone and Amendatory Ordinance – March 2024 – Brooklyn
 - c. Rezone and Amendatory Ordinance – March 2024 – Crystal
 - d. Rezone and Amendatory Ordinance – March 2024 – Madge
8. Resolutions and Ordinances:
 - a. Resolution Approving New .28 LTE Position for Veterans Service Office Administrative Assistant
 - b. Resolution Authorizing the Jail Daily Fee be Increased
 - c. Resolution to Use ADRC/Aging Fund Balance to Purchase a Freezer and ADA Accessible Restroom Doors for the Washburn County Wellness Center 50+
9. Committee Reports
10. Chair Appointments
 - a. Non-County Committees with Board Representation
 - b. HHS Board – Citizen appointment
11. Citizen Comments
12. Chair Comments
 - a. County Officials Workshop
 - b. WCA Annual Conference – Registration opens June 3rd
13. Next Meeting Date and Possible Future Agenda Items
14. Audit Per Diems
15. Adjourn

WASHBURN COUNTY BOARD OF SUPERVISORS MINUTES

April 16, 2024

10:00 a.m.

Board Room, Washburn County Services Center, Shell Lake, Wisconsin

1. Call Meeting to Order at 10:00 a.m. by County Clerk Alicia Swearingen
2. Moment of Silent Meditation and Pledge of Allegiance was lead by Supv. David Wilson
3. Notice of Meeting was read by County Clerk Swearingen
4. Certification of Membership was read by County Clerk Swearingen
5. Introduction of Youth Representatives – County Clerk Swearingen introduced 4 Youth Representatives that will serve for the next year. Spooner School District; Serena Lu, Hailey Stariha, and Levi Thornley. Northwood School; Emily Adrihan.
6. Administer Oath of Office – County Clerk Swearingen administered the Oath of Office to all 21 Supervisors and 4 Youth Representatives.
7. Roll Call was verified by County Clerk Swearingen. Board Members Present: (21) *G. Cusick via Zoom*; Youth Present: (4) Serena Lu, Hailey Stariha, Levi Thornley, and Emily Adrihan
8. Procedures for Election of Officers was reviewed by County Clerk Alicia Swearingen
9. Adoption of Rules of Order of the Washburn County Board of Supervisors was presented by Corporation Counsel Bill Johnson. Motion to adopt the Washburn County Rules of Order was made by Supv. S. Smith, 2nd by Supv. J. Hoy; Roll Vote: Yes (21); No (0); Youth: Yes (4); No (0); MC
10. Election of Chairperson – County Clerk Swearingen asked for nominations for the position of Washburn County Board Chair. Supv. Brian Melton nominated Supervisor David Wilson. Supervisor Cristina Masterjohn nominated Supervisor Tim Kessler. Voting was done by secret ballot and the results were 12 for Supv. Tim Kessler and 9 for Supv. David Wilson. District 8 Supv. Tim Kessler took the gavel as Chair of the Washburn County Board of Supervisors for the two-year term starting today.
11. Election of 1st Vice Chair – Supv. Brian Melton nominated Supv. David Wilson. Supv. Cristina Masterjohn nominated Supv. Linda Featherly. Supv. Sandy Johnson nominated Supv. Lolita Olson. Voting was done by secret ballot and the results were 11 for Supv. David Wilson, 8 for Supv. Linda Featherly and 2 for Supv. Lolita Olson. District 11 Supv. David Wilson is 1st Vice Chair.
12. Election of 2nd Vice Chair – Supv. Jocelyn Ford nominated Supv. Linda Featherly. Supv. Brian Melton nominated Supv. Lolita Olson. Supv. Jerry Smith nominated Supv. Brian Melton. Voting was done by secret ballot and the results were 8 for Supv. Linda Featherly, 9 for Supv. Lolita Olson and 4 for Supv. Brian Melton. Supv. Brian Melton requested to withdraw. The second round of voting was done by secret ballot and the results were 9 for Supv. Linda Featherly and 12 for Supv. Lolita Olson. District 3 Supv. Lolita Olson is 2nd Vice Chair.
13. Election of Highway Committee – District 1 nominees were: Supv. Sandy Johnson, Supv. Hank Graber. Voting took place and the results were 5 for Supv. Sandy Johnson, 15 for Supv. Hank Graber and 1 Scattering vote. District 7 Supv. Hank Graber now represents District 1 on the Highway Committee. District 2 nominees were: Supv. Brian Melton and Supv. Jocelyn Ford. Voting took place and the results were 13 for Supv. Brian Melton, 5 for Supv. Jocelyn Ford and 3 did not include initials which resulted in not being counted. District 19 Supv. Brian Melton now represents District 2 on the Highway Committee. District 3 nominees were: Supv. Clint Stariha, Supv. Joe Hoy and Supv. George Cusick. Voting took place and the results were 10 for Supv. Clint Stariha, 5 for Supv. Joe Hoy and 6 for Supv. George Cusick. Supv. Joe Hoy requested to withdraw. The second round of voting took place and the results were 11 for Supv. George Cusick and 10 for Supv. Clint Stariha. District 13 Supv. George Cusick now represents District 3 on the Highway Committee. Two Members at Large. Nominees for the first member at large were: Supv. Clint Stariha, Supv. Brian Berg and Supv. Sandy Johnson. Voting took place and the results were 12 for Supv. Clint Stariha, 6 for Supv. Brian Berg and 3 for Supv. Sandy Johnson. District 21 Supv. Clint Stariha is now a Member at Large on the Highway Committee.

Nominees for the second member at large were: Supv. Joe Hoy, Supv. Sandy Johnson and Supv. Brian Berg. Voting took place and the results were 5 for Supv. Joe Hoy, 10 for Supv. Sandy Johnson and 6 for Supv. Brian Berg. Supv. Joe Hoy requested to withdraw. The second round of voting took place and the results were 11 for Supv. Sandy Johnson and 10 for Supv. Brian Berg. District 4 Supv. Sandy Johnson is now a Member at Large on the Highway Committee.

14. Approval of March 19, 2024 County Board Proceedings on motion by Supv. L. Olson, 2nd by Supv. D. Wilson; MC
15. Concerned Citizens – Linda Zillmer Village of Birchwood thanked Supv. David Wilson for his service as Chairman and thanked Supv. Tim Kessler for his service on committees. She also asked the Executive Committee to consider appointing an alternate Zoning member. Steve Wallace City of Shell Lake spoke in regards to the rezone that was voted on last month
16. Recess for Executive Committee to Appoint Additional Members and Assign Committees at 11:25 a.m. Darci Peckman-Krueger will introduce department heads and give the Administrative Coordinator Report during Recess – Additional members appointed to the Executive Committee were: Supv. Hank Graber and Supv. Stephen Smith. (*Youth Emily, Serena and Levi left during recess*) (*Supv. C. Masterjohn left during recess and joined via zoom for the remainder of the meeting*)
17. Introduction of Department Heads – Department Heads introduced themselves.
18. Administrative Coordinator Report was given by Darci Peckman-Krueger. She spoke to her role as Administrative Coordinator for Washburn County and answer questions from Supervisors.
19. Reconvene at 12:42 p.m.
20. Committee Assignments – Chair Kessler listed committee assignments. Executive: Tim Kessler, Dave Wilson, Lolita Olson, Hank Graber, Stephen Smith. Finance: Stephen Smith, Joe Hoy, Cristina Masterjohn, Brian Berg, Linda Featherly. Personnel: Hank Graber, Jocelyn Ford, Brian Berg, Linda Featherly, Lolita Olson. Highway: Hank Graber, Brian Melton, George Cusick, Clint Stariha, Sandy Johnson. Law Enforcement: Cristina Masterjohn, Kelly Cupp, George Cusick, Jocelyn Ford, Brian Berg. Info-Tech: Bob Olsgard, Stephen Smith, Travis Odegard, Joe Hoy, Ben Dryden. Forestry: Jerry Smith, Lolita Olson, Hank Graber, Brian Melton, Sandy Johnson. HHS: Sandy Johnson, Jerry Smith, Kasey King, Lolita Olson, Linda Featherly, Bob Olsgard. Aging/ADRC: Dave Wilson, George Cusick, Joe Hoy, Jocelyn Ford, Kasey King. Public Property: Linda Featherly, Kelly Cupp, Hank Graber, Stephen Smith, Lolita Olson. LI/LCC: George Cusick, Joe Hoy, Clint Stariha, Brian Melton, Kelly Cupp. Zoning: Bob Olsgard, Jerry Smith, Miles Macone, Dave Wilson, Brian Melton. Veterans: Jocelyn Ford, Dave Wilson, George Cusick, Cristina Masterjohn, Clint Stariha. UW Extension: Kasey King, Travis Odegard, Sandy Johnson, Miles Macone, Brian Berg. Solid Waste/RCC: Clint Stariha, Ben Dryden, Kelly Cupp, Miles Macone, Travis Odegard. Transit Commission: Sandy Johnson, Jerry Smith, Travis Odegard, Brian Melton, Bob Olsgard. Ad Hoc Jail: Tim Kessler, David Wilson, Linda Featherly, Stephen Smith, Cristina Masterjohn, Jocelyn Ford.
21. **Resolution 2024-18 to Approve Letter of Support for State Assembly Bill AB102** - Motion to approve by Supv. D. Wilson, 2nd by Supv. B. Olsgard. Motion by Supv. S. Smith to amend in the third Whereas section, to include the words “at least” before the 70%, 2nd by Supv. J. Hoy; Roll Vote: Yes (21); No (0); Youth: Yes (1); No (0); MC. Roll Vote on original motion as amended: Yes (21); No (0); Youth: Yes (1); No (0); MC (*Youth Hailey left after voting*)
22. **Review of Jail Project Introduction Letter to Washburn County Citizens** – Motion by Supv. D. Wilson to approve the letter, 2nd by Supv. J. Hoy; Discussion followed regarding adding additional information to the letter as well as mailing deadlines. Motion by Supv. J. Hoy to amend to include at the end of the Inmate Classification and County Liability paragraph “In addition, there is no statutory requirement for any other county to accept our inmates, nor is there any limit on the amount they could charge.” Motion by Supv. D. Wilson to suspend Board Rules for this agenda item, 2nd by Supv. J. Hoy; Roll Vote: Yes (20) (*G. Cusick dropped off zoom, technical difficulties*); No (0); MC. Second by Supv. D. Wilson on the amendment by Supv. J. Hoy; Roll Vote on amendment: Yes (17); No (3); Excused (1) (*G. Cusick*); MC. Motion by Supv. C. Stariha to add information in the beginning of this letter to state “historically this could be the largest fiscal impact to our county”, 2nd by Supv. J. Hoy. Roll Vote on second amendment:

Yes (8); No (12) S. Johnson, B. Berg, T. Odegard, H. Graber, T. Kessler, M. Macone, D. Wilson, C. Masterjohn, J. Ford, K. King, B. Dryden, B. Melton; Excused (1) (G. Cusick); Motion Failed. *Roll Vote on original motion as amended: Yes (18); No (2) S. Johnson, B. Melton; Excused (1) (G. Cusick); MC.

23. Consent Agenda Resolutions: Motion to approve by Supv. D. Wilson, 2nd by Supv. S. Smith; Roll Vote: Yes (21); No (0); MC (G. Cusick joined the meeting via phone)

- a. **Rezone and Amendatory Ordinance – March 2024 – Madge**
- b. **Resolution 2024-19 to Approve Update to Employee Handbook Section 3.5 Vacation, Section A, Number 5**
- c. **Resolution 2024-20 Approving ATV Ordinance – CTH B from Sunset Drive east approximately 2.0 miles to the City of Shell Lake 25 MPH zone**
- d. **Resolution 2024-21 Approving ATV Ordinance – CTH D from Berry Road east approximately 1.0 miles to CTH T South**
- e. **Resolution 2024-22 Approving ATV Ordinance – CTH D from Lapcinski Road west approximately 1.9 miles to CTH P**
- f. **Resolution 2024-23 Approving ATV Ordinance – CTH D from Pioneer Road east approximately 0.6 miles to Eastside Road**
- g. **Resolution 2024-24 Approving ATV Ordinance – CTH G from Colton Road north approximately 1.7 miles to the Douglas County line**

24. Resolutions and Ordinances:

- a. **Resolution 2024-25 to Authorize the Sale of .28 Acres of Washburn County Land** – Motion to approve by Supv. L. Featherly, 2nd by Supv. C. Stariha; Roll Vote: Yes (20); No (1) H. Graber; MC
- b. **Resolution 2024-26 to Amend the 2024 Capital Project Budget for Facility Improvement at the Fairgrounds for the Rodeo Arena** – Motion to approve by Supv. D. Wilson, 2nd by Supv. H. Graber; Roll Vote: Yes (18); No (3) J. Smith, L. Featherly, T. Odegard; MC
- c. **Resolution 2024-27 to Approve Disaster Response – Emergency Management Approval to Expend Emergency Funds** – Motion to approve Supv. S. Smith, 2nd by Supv. D. Wilson; Roll Vote: Yes (21); No (0); MC
- d. **Resolution 2024-28 to Carry Over 2023 ADRC Department Funds to the 2024 Aging/ADRC Budget – Share the Love Event, Pet Grant, Unmet Needs Grant, Vaccine Grant, Healthy Brains, Farmers to Families** – Motion to approve by Supv. S. Smith, 2nd by Supv. J. Hoy; Roll Vote: Yes (21); No (0); MC
- e. **Resolution 2024-29 to Increase the 2023 Aging/ADRC Department Budget – Monetary Contributions, DHS 2023 Adjustments, GWAAR 2022 Carryover and 2023 Final Adjustments for Title III and ARPA** – Motion to approve by Supv. S. Smith, 2nd by Supv. L. Featherly; Roll Vote: Yes (21); No (0); MC

25. Committee Reports - suspended

26. Chair Appointments – Ad Hoc Jail Project Committee: Appoint Tim Kessler and remove Andy Eiche. Motion to approve appointments by Supv. B. Olsgard, 2nd by Supv. J. Hoy; MC

27. Citizen Comments – none

28. Chair Comments - Rick Coquillet was presented with a plaque for his service on the Local Emergency Planning Committee. Nathan Nelson, our GIS Coordinator is retiring and his last day will be June 3rd.

29. Next Meeting Date and Possible Future Agenda Items - May 21st at 6:00 p.m.

30. Audit Per Diems on motion by Supv. H. Graber, 2nd by Supv. B. Olsgard; MC

31. Adjourned at 2:41 p.m.

SPECIAL
WASHBURN COUNTY BOARD OF SUPERVISORS MINUTES
April 29, 2024
10:30 a.m.
Board Room, Washburn County Services Center, Shell Lake, Wisconsin

1. Call Meeting to Order at 10:30 a.m. by Chair Kessler
2. Moment of Silent Meditation and Pledge of Allegiance was lead by Supv. D. Wilson
3. Notice of Meeting was read by County Clerk Alicia Swearingen
4. Roll Call was verified by County Clerk Swearingen. Board Members Present: (21) Youth Present: (0)
5. Concerned Citizens - none
6. Restructure of Ad Hoc Jail Project Committee – Chair Kessler updated on the restructuring of members. This committee will now consist of the following voting members: Tim Kessler, Linda Feathelry, Stephen Smith, Hank Graber, Lolita Olson, Kelly Cupp, George Cusick, Jocelyn Ford, Brian Berg, Cristina Masterjohn and David Wilson. Andy Eiche was removed from the committee. Department heads will be asked to attend as needed throughout the process. This is an open meeting and anyone can attend.
7. Update from Samuels Group - Kurt Berner updated the board on how we have gotten to where we are today. He has been in contact since 2022 with the Law Enforcement Committee. An Ad Hoc Jail Project Committee was established in 2023. He spoke of how the communications plan works. When they get to the town hall meetings, it would be about a 45-minute presentation then questions from the public. Kurt spoke of the outline for these meetings to be as follows; introductions, conceptual design, the need, proposed solution, tax impact, learn more, and lastly Q&A. He went over what each of those sections would include. He also spoke of the designs that were presented to the Law Enforcement Committee in the beginning and were rejected. He also mentioned there was a discussion of building a jail somewhere else off the current site, but was also rejected. Kurt went over the need for a new jail and shared pictures of the current jail conditions and why things should be updated. If we decide to build, it would be 3 years to completion. Our current jail is 33 years old. He also updated on the code that changed in 2014. He went through the different codes and how the officers determine an inmate's classification code. He showed an image of the proposed solution, which is what the new jail could look like, and spoke of the potential tax impact. Supv. B. Melton spoke of us moving too fast with this and asked why an offsite location was moved away from. Kurt said building an offsite justice center which would also move the court system and law enforcement, would cost significantly more. If we build just a jail and didn't move the court system, the cost would be similar to what has already been discussed. *(Short recess until 11:50 a.m.)* Kurt went through the public website, which also gave potential tax impacts on a 20 or 25-year bond. Before the town hall meetings, he would like to know how many years we would bond so a more realistic number can be given to residents. If we want to look at different designs, now is the time and they can certainly do that so we make the right decision. Supv. Joe Hoy asked to see the numbers for a stand-alone justice center. Discussion followed on if there would be any land in the Shell Lake area as that is our County Seat. Several supervisors commented on the need to explore all options so we do this right. Supv. S. Johnson asked Brad from the DOC to speak in regards to senate bill 170 relating to the releasing of low level inmates. Brad said the bill did not pass the house and the session is over. If it were to move

forward and be passed in the future, they could look into the number of Washburn County inmates that could potentially be released. Chair Kessler commented on this being a very educational meeting today, there were many good questions.

8. Communications Letter – Chair Kessler updated. He has postponed sending the letter out. There are many more questions and we have four brand new supervisors. The full board needs to understand this whole process more before we go meet with the public. The Ad Hoc Jail Project Committee will look into an offsite option.
9. Town Hall Meetings – Chair Kessler updated. The meetings that were scheduled in May have been postponed. The Ad Hoc Committee will meet to go over all the things discussed today. These meetings will be rescheduled when we are ready.
10. Citizen Comments – Linda Zillmer, Village of Birchwood spoke in regards to this meeting today being informational. She believes in the long run, the county will be in a better place if there is a decision made to meet the long-term needs.
11. Chair Comments – Group photo at the end of the meeting. The board is required to take a tour of the jail as part of their duties.
12. Next Meeting Date and Possible Future Agenda Items – next Ad Hoc Jail Project Committee May 20 at 10:30 p.m. Next regular County Board Meeting will be 21st at 6:00 p.m.
13. Audit Per Diems on motion by C. Masterjohn, 2nd by G. Cusick; MC
14. Adjourned at 12:50 p.m.

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 April 23, 2024.

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

Long Lake Township: James Kleven, Sarona WI. Property: Tax ID#36478-22.69 acres, PT SE SE & PTGOV LOT 3, in Section 16 Township 37 Range 11W, Town of Long Lake, to rezone 3.00 acres from Residential Agricultural to Residential Recreational 2 to rezone a portion of property and sell to the south property owner that will add to his existing RR2 parcels.

The Zoning Committee recommends APPROVAL of the request to rezone 3.00 acres of Residential Agricultural to Residential Recreation 2.

Interested persons were given the opportunity to be heard.

Dated

Brian Melton, Chairman
Washburn County Zoning Committee

Rezonepetitions042324

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 are hereby amended and designated as;

Long Lake Township: James Kleven, Sarona WI. Property: Tax ID#36478-22.69 acres, PT SE SE & PTGOV LOT 3, in Section 16 Township 37 Range 11W, Town of Long Lake, to rezone 3.00 acres from Residential Agricultural to Residential Recreational 2 to rezone a portion of property and sell to the south property owner that will add to his existing RR2 parcels.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried.

Dated

Tim Kessler, Chairman

Washburn County Board of Supervisors

Rezonepetitions042324

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 April 23, 2024.

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

Brooklyn Township: Timothy & Christine Davis, Trego, WI. Property: Tax ID#7478-11.00 acres, N ½ SW NW EXC E OF OLD HWY 53, in Section 25 Township 41 Range12W, Town of Brooklyn, to rezone 11 acres from Agriculture to Residential Agriculture to bring into compliance.

The Zoning Committee recommends APPROVAL of the request to rezone 11.00 acres of Agriculture to Residential Agriculture.

Interested persons were given the opportunity to be heard.

Dated

Brian Melton, Chairman
Washburn County Zoning Committee

Rezonepetitions042324

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 are hereby amended and designated as;

Brooklyn Township: Timothy & Christine Davis, Trego, WI. Property: Tax ID#7478-11.00 acres, N ½ SW NW EXC E OF OLD HWY 53, in Section 25 Township 41 Range 12W, Town of Brooklyn, to rezone 11 acres from Agriculture to Residential Agriculture to bring into compliance.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried.

Dated

Tim Kessler, Chairman

Washburn County Board of Supervisors

Rezonepetitions042324

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 April 23, 2024.

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

Crystal Township: Suzanne Henk, Hayward, WI. Property: Tax ID#12870-25.00 acres, zoned Agricultural/Commercial, PT SE SW & PT SW SE, Tax ID#12869-26.080 acres zoned Commercial, PT SW SE, both in Section 34 Township 39 Range11W, Town of Crystal, to rezone 51.08 acres to Agricultural, to bring into compliance.

The Zoning Committee recommends APPROVAL of the request to rezone 51.08 acres of Agricultural/Commercial to Agriculture.

Interested persons were given the opportunity to be heard.

Dated

Brian Melton, Chairman
Washburn County Zoning Committee

Rezonepetitions042324

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 are hereby amended and designated as;

Crystal Township: Suzanne Henk, Hayward, WI. Property: Tax ID#12870-25.00 acres, zoned Agricultural/Commercial, PT SE SW & PT SW SE, Tax ID#12869-26.080 acres zoned Commercial, PT SW SE, both in Section 34 Township 39 Range11W, Town of Crystal, to rezone 51.08 acres to Agricultural, to bring into compliance.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried.

Dated

Tim Kessler, Chairman

Washburn County Board of Supervisors

Rezonepetitions042324

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 April 23, 2024.

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

Madge Township: Lisa Egbert Shell Lake, WI. Property: Tax ID#33433-36.48 acres zoned Agriculture/Residential Recreational 2, PT NW NW, in Section 28 Township 38 Range 11W, Town of Madge, to rezone .70 acres to Residential Recreational 2, to build a new home & garage.

The Zoning Committee recommends APPROVAL of the request to rezone .70 acres of Agriculture/Residential Recreational 2 to Residential Recreational 2.

Interested persons were given the opportunity to be heard.

Dated

Brian Melton, Chairman
Washburn County Zoning Committee

Rezonepetitions042324

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 are hereby amended and designated as;

Madge Township: Lisa Egbert Shell Lake, WI. Property: Tax ID#33433-36.48 acres zoned Agriculture/Residential Recreational 2, PT NW NW, in Section 28 Township 38 Range 11W, Town of Madge, to rezone .70 acres to Residential Recreational 2, to build a new home & garage.

Interested persons were given the opportunity to be heard.

Supervisor _____ move to _____ rezonings,
second by _____

Supervisor _____, motion carried.

Dated

Tim Kessler, Chairman

Washburn County Board of Supervisors

Rezonepetitions042324

RESOLUTION # _____

RESOLUTION APPROVING NEW .28 LTE POSITION FOR VETERANS SERVICE OFFICE ADMINISTRATIVE ASSISTANT

WHEREAS, Washburn County's Veterans Service Office has two full-time staff members, since recently reducing one part-time position with the last budget cycle; and

WHEREAS, this office does not have an administrative assistant to assist with phone calls or customer service besides the two full-time officers; and,

WHEREAS, the CVSO has recently been advised that he will be receiving orders to be on active duty outside of Washburn County which will substantially limit the hours of service the CVSO can perform; and,

WHEREAS, to continue to maintain an appropriate level of services, meet deadlines, and provide for the health and well-being of staff, it has determined that a .28 LTE position is needed for the period of deployment for calendar year 2024); and,

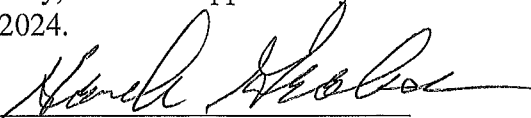
WHEREAS, this has been discussed and approved by the Veterans & Military Affairs Committee, the Personnel Committee and the Finance Committee; and


WHEREAS, the 2024 Veterans budget did not budget for this position but does have carryover funds from the 2023 budget to pay for it in the amount of \$9690.35, to come from revenue account 100.54710-49310 and expense account of 100.54710-50120.

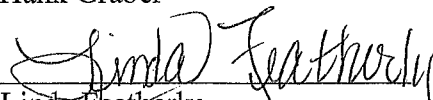
THEREFORE BE IT RESOLVED; that the Washburn County Board of Supervisors approve the new.28 LTE position for Veterans Service Office Administrative Assistant as per policy and to be effective immediately.

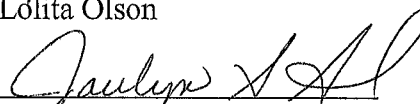
FISCAL IMPACT: \$ 9690.35 from ARPA funds carryover

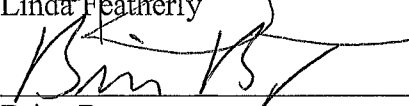
Recommended for adoption by the Washburn County Personnel Committee this 2nd day of May, 2024 and approved by the Washburn County Board of Supervisors this 21st day of May, 2024.


Hank Graber


Lolita Olson


Linda Featherly


Jocelyn Ford


Brian Berg

Washburn County Personnel Requisition Form

Date: 05/02/2024

New Position

Position Vacancy

Position Change

POSITION INFORMATION:

Position Title: LTE administrative assistant for Veterans Office Department: Veterans Office

Effective Date: Recruiting starting in May to be utilized as needed while CVSO is on active duty outside of Washburn County

Position Type: Full Time Part Time LTE Casual

Reason for Request: CVSO will be receiving orders to be on Active Duty outside of Washburn County

Why is position required or why can't present employees complete the work or why can't position be contracted? Staffing will be down to 1 person when the CVSO is out on leave.

Is office space, furniture and office equipment available? Y N

If not, explain plan to obtain:

WAGES/BENEFITS/FUNDING:

Wage/Hr at Step H grade 3	Hrs/Yr	Wage/Yr	WRS	Taxes	W/C	Health, Vision, Dental Insurance	Total
\$15.03	Up to 598	\$8987.94		\$687.58	\$14.83	0	\$9690.35

Is this request budgeted? YES NO List the funding source:

FISCAL ANALYSIS (from above):

CATEGORIES	BUDGET ESTIMATES (EST.)
Other operating expenditures (include costs to hire – advertising, interviewing, testing/reviewing applicants)	0
Wages and Benefits	\$9690.35
Personal Equipment (e.g. tools, uniforms, safety equipment)	0
Mileage & Meals	0
Training Expenses (Including memberships)	0
Computer Equipment (e.g. hardware, software, wiring, etc.)	0
Office Furniture and Supplies	0
Renovation/Relocation Costs	0
Revenues (Use Negative #)	0
TOTAL:	\$9690.35

DISCUSSION AND JUSTIFICATION OF PROPOSED POSITION

Cells will expand as you type.

Does this position already have a position classification and position description? If yes, please attach appropriate documentation. If no, has a <i>Position Questionnaire</i> been completed?	Yes
What are the major functions or examples of work performed of the proposed position?	Mainly customer service
Minimum Educational Requirements and minimum experience for this position?	See job description
Knowledge Skills and Abilities?	See job description
What caused the need for this position? (i.e. State or Federal initiatives/mandates, increased workload, etc.)	CVSO on active duty outside of Washburn County
What/Who generates the work which is to be done? The public? The department itself? Another department within the County?	Veterans
Is this work currently being performed by someone else? If yes, how and by whom?	2 staff members. – One will be gone
How does this position fit into the organizational structure of the Department? (Please attach an organizational chart.)	
How will this position affect other employees in the department? (e.g. supervision, subordinates, etc.)	Temporary to fill in when other is on Active Duty
Who would perform the duties of this position when the incumbent is on vacation or using sick time?	NA
Are there alternatives to the services that this individual would provide? If yes, explain.	NA
What will be the effect or where would the impact be felt if this position is not created or not replaced? Please explain.	NA
Can the position costs be offset by eliminating or reducing a lower priority function? Please explain.	NA
Is there a workspace available for this employee? If yes, where? If no, what needs to be done to accommodate the requested position?	Yes
How does this position fit into the long-range and strategic plans of the Department and/or County?	NA

Justification for request or general remarks/comments about the position:

As stated, due to one medical leave until further notice and an additional employee having medical appts, additional help is needed in the office. This is only through the end of this calendar year. If additional help is needed after that, a new request will be submitted.

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Approvals:

DEPARTMENT HEAD:	I hereby certify that the above information is correct.	DATE:	
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Committee of Jurisdiction:

COMMITTEE:	Approved Denied	DATE:	
	Comments		

HUMAN RESOURCE DIRECTOR APPROVAL:

Filling of position is: <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
Comments:
Human Resources Director: _____ Date: _____

COMMITTEE APPROVALS:

PERSONNEL COMMITTEE:	Approved Denied	DATE:	
	Comments		
COUNTY BOARD (IF NECESSARY)	Approved Denied	DATE:	
	Comments		

RESOLUTION # _____

RESOLUTION AUTHORIZING THE JAIL DAILY FEE BE INCREASED

WHEREAS, the Washburn County jail reviewed numbers, policies, contracts, etc., and determined that the daily fee set forth in the Washburn County Code of Ordinances Chapter 42, Section 42-2 is to low; and

WHEREAS, the current daily fees are \$25.00 for the first day and \$5.00 each day after the inmates are sentenced; and

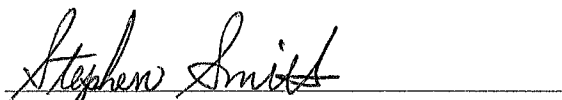
WHEREAS, it was recommended by the Law Enforcement Committee to increase the “each day after” fee from \$5.00 to \$10.00 per day, and have that reflected in the Washburn County Code of Ordinances; and

WHEREAS, the fiscal effect to jail revenues is unknown at this time, but it can be assumed there will be an increase in revenues from increasing the fee.

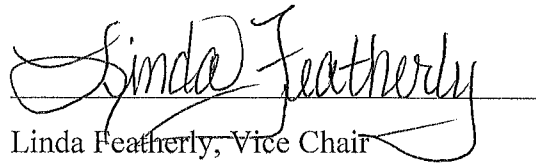
THEREFORE BE IT RESOLVED, that the daily fee for each day after the initial day (which remains \$25.00) be increased to \$10 per day and with that, amending the Washburn County Code of Ordinances Chapter 42, Section 42-2 (see page 2 for amended ordinance language).

FISCAL IMPACT: UNKNOWN AT THIS TIME

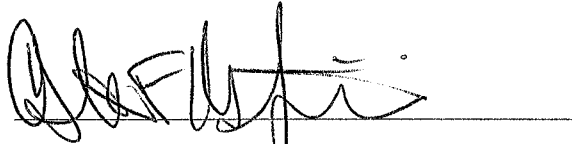
Recommended for adoption by the Washburn County Finance Committee this 2nd day of May 2024 and approved by the Washburn County board of Supervisors this 21st day of May.



Stephen Smith, Chair



Linda Featherly, Vice Chair



Cristina Masterjohn



Joe Hoy



Brian Berg

Sec. 42-3. - Sheriff's fee schedule.

- (a) *Short name.* This section may be called the "Sheriff's fee schedule."
- (b) *Purpose.* The purpose of this section is to authorize the law enforcement committee to establish a fee schedule for fees collected by the county sheriff's office and to collect said fees.
- (c) *Discretion authorized.* The sheriff or his designee shall choose, for each prisoner, whether to seek reimbursement under this section as provided in Wis. Stats. § 302.372(2)(d).
- (d) *Fees assessed.* Fees as established by the committee shall be, after exercise of discretion as authorized, collected by the sheriff who will deposit the collected funds in the county treasury.
- (e) *Schedules established.*

Inmate Service

	<i>Fee Assessed</i>	<i>Authority</i>
Huber	\$20.00 per day (includes tax)	Wis. Stats. § 303.008
Huber transfer	\$75.00 one time	Wis. Stats. § 303.008
Daily Fee	\$25.00 first day, \$10.00 per day after	Wis. Stats. § 302.372
Electronic Monitoring	\$25.00 per day (includes tax)	Wis. Stats. § 302.425
Electronic Monitoring (set up fee)	\$25.00 one time	Wis. Stats. § 302.425
Monitor Transfer	\$400.00 one time	Wis. Stats. § 302.425

Sheriff Service

	<i>Fee Assessed</i>	<i>Authority</i>
Civil Process	\$75.00 each service (includes mileage) \$75.00 for inability (no mileage charge)	Wis. Stats. § 814.70

Foreclosure sales	\$150.00 (\$75.00 for posting, \$75.00 for sale)	Wis. Stats. § 814.705(2)
Insurance Requests	\$5.00 each	Wis. Stats. § 19.35
DVDs/CDs photos	\$10.00 each/\$0.50 each	Actual cost
Miscellaneous reports	\$5.00 each	Wis. Stats. § 19.35
Special Events	Actual expenses	
False alarms	On the second false alarm in a 12-month period \$50.00, then fee doubles for each subsequent alarm	Washburn County Code of Ordinances Chapter 46, Article III, Sec. 46-85(b)
Warrants	\$50.00	Wis. Stats. § 814.70

- (f) *Sheriff's impound and storage fees.* The county sheriff shall charge the following fees for impoundment and storage:
- (1) \$10.00 per day per locked outside storage area, including vehicles
 - (2) \$25.00 per day per locked inside storage area. Fees are to be assessed from the date any item is in storage through the day removed. Such fees also include towing fees fronted by the sheriff's department. This subsection does not apply to items maintained as evidence in active criminal investigations.
 - (3) Failure to claim items held in impound or storage within 30 days of the mailing of a written request for removal will result in the disposal or sale of such property stored. Such disposal does not preclude the sheriff's remedy for a civil lawsuit to collect storage and towing fees.

RESOLUTION # _____

Resolution to Use ADRC/Aging Fund Balance to Purchase a Freezer and ADA Accessible Restroom Doors for the Washburn County Wellness Center 50+

WHEREAS, the ADRC has identified the need for a new freezer and two ADA accessible doors for the restrooms at the Washburn County Wellness Center 50+; and

WHEREAS, the cost of the freezer is \$6,925; and

WHEREAS, the cost for two ADA accessible restroom doors plus all associated electrical and hardware is \$7,575; and

WHEREAS, the purchases totaling \$14,500 were not budgeted in the 2024 ADRC/Aging budget; and

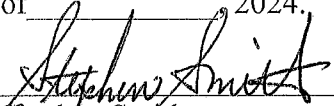
WHEREAS, the ADRC/Aging has a Committed Fund Balance available for this purpose; and

THEREFORE BE IT RESOLVED, the Washburn County Aging and Disability Resource Center Committee recommends using the ADRC/Aging Committed Fund Balance in 2024 to purchase a freezer and two ADA accessible restroom doors plus all associated electrical and hardware totaling \$14,500 for the Washburn County Wellness Center 50+;


THEREFORE, BE IT FURTHER RESOLVED, the ADRC/Aging Committed Fund Balance shall be used in 2024 to purchase a freezer and two ADA accessible restroom doors plus all associated electrical and hardware totaling \$14,500 for the Washburn County Wellness Center 50+ utilizing revenue account 235.66101.49310 and expense accounts 235.66101.50810, \$6,925, and 235.66101.50820, \$7,575.

FISCAL IMPACT: \$14,500

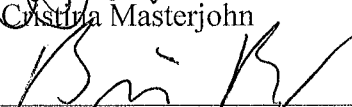
Recommended for adoption by the Washburn County Finance Committee this 18th day of April, 2024 and approved by the Washburn County Board of Supervisors this _____ day of _____, 2024.



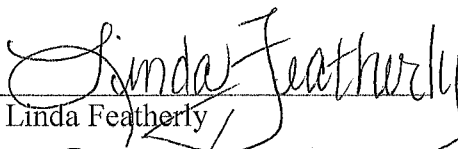
Stephen Smith



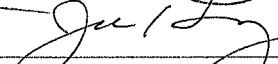
Cristina Masterjohn



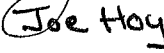
Brian Berg



Linda Featherly



Sandy Johnson



Joe Hoy