

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

MARCH 9, 2021

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

DUE TO THE HIGH NUMBER OF COVID-19 CASES, THIS MEETING WILL BE HELD VIA CONFERENCE CALL TO ENSURE EVERYONE'S SAFETY. IF YOU ARE A MEMBER OF THE PUBLIC AND WISH TO SPEAK, PLEASE CONTACT THE COUNTY CLERK AT 715-726-7985 OR AT JSADLER@CO.CHIPPEWA.WI.US PRIOR TO THE MEETING AND PLEASE CALL THE DIAL IN NUMBER AND THE COUNTY BOARD CHAIR WILL ACKNOWLEDGE YOU AT THE APPROPRIATE TIME ON THE AGENDA.

IF YOU NEED TO EITHER MUTE OR UNMUTE YOURSELF DURING THE MEETING PRESS *6.

MEETING PHONE NUMBER: 1-415-655-0001

MEETING NUMBER: 187 617 2132

MEETING PASSWORD: 03092021

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 3. ROLL CALL**

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Harold Steele	Chippewa County	District 1	Present	
Ken Schmitt	Chippewa County	District 3	Present	
Lee McMenamin	Chippewa County	District 4	Present	
Tom Thornton	Chippewa County	District 5	Present	
Don Hauser	Chippewa County	District 6	Present	
James Mickelson	Chippewa County	District 8	Present	
Mechele Shipman	Chippewa County	District 9	Present	
Charlene Kervina	Chippewa County	District 10	Present	
David Eisenhuth	Chippewa County	District 11	Present	
Kari Ives	Chippewa County	District 12	Remote	
Annette Hunt	Chippewa County	District 13	Absent	
Chuck Hull	Chippewa County	District 14	Present	
Ronald McGill	Chippewa County	District 15	Present	

Others present in room 302 - Randy Scholz, Traci Bremness, Todd Pauls, Jaclyn Sadler, Tim Easker, Paul Brenner, Brian Kelley

County Board

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Others present remotely - Carolyn Kaiser, Chris Kowalczyk, Toni Holhfelder

4. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Mechele Shipman, District 9
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hull, McGill
ABSENT:	Hunt

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

There were no members of the public wishing to be heard.

6. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Glen Sikorski, District 2 (Vice-Chair)
SECONDER:	Lee McMenamin, District 4
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hull, McGill
ABSENT:	Hunt

1. Approval of Minutes

County Board - Special Meeting - Feb 16, 2021 6:00 PM

County Board - Regular Meeting - Feb 9, 2021 6:00 PM

2. County Administrator Appointment - ADRC Board

3. County Administrator Appointment - Veterans Service Commission

4. County Administrator Appointment - Health & Human Services Board

5. County Board Chair Appointment - Mississippi Valley Health Services Commission

6. County Board Chair Appointment - Chippewa Valley Regional Airport Commission

7. REPORTS

A. County Administrator Review and Update

1. Update on Redistricting Process and Recommendation for County Board Size

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Chippewa County Administrator, Randy Scholz, provided the County Board with an update on the redistricting process and delay in receiving the data.

2. Update on EDA Grant for CVIC/Gateway Project Expansion
Chippewa County Administrator, Randy Scholz, informed the County Board that the County was not awarded the EDA Grant.

B. Department Reports

C. General Reports

1. April County Board Meeting - Tuesday, April 20th, 2021
Chippewa County Administrator, Randy Scholz, reminded the County Board that the April meeting is considered the organizational meeting and by State Statute the meeting is to be held the 3rd Tuesday of April.

8. BUSINESS ITEMS

1. Res. 14 - 21 : Resolution to Create 2 Account Assistants in DHS for the RWC - Tim Easker
Chippewa County Department of Human Services Director, Tim Easker and Department of Human Services Fiscal Manager, Paul Brenner spoke on the resolution.

RESULT:	APPROVED [13 TO 0]
MOVER:	Tom Thornton, District 5
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hull, McGill
ABSTAIN:	Shipman
ABSENT:	Hunt

2. Ord. 01 - 21 : Ordinance to Amend Art. II, Secs. 58-31(b) and 58-31(d) Speed Zones on CTH X in the City of Stanley - Brian Kelley - 1st Reading
Chippewa County Highway Commissioner, Brian Kelley, gave information on the ordinance.

RESULT:	FIRST READING	Next: 4/20/2021 6:00 PM
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9. AGENDA ITEMS FOR FUTURE CONSIDERATION

There were no items for future consideration.

10. ADJOURN

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Lee McMenamin, District 4
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hull, McGill
ABSENT:	Hunt

CHIPPEWA COUNTY**COUNTY BOARD****SPECIAL MEETING****FEBRUARY 16, 2021****WEBEX CONFERENCE CALL****6:00 PM**

DUE TO THE HIGH NUMBER OF COVID-19 CASES, THIS MEETING WILL BE HELD VIA CONFERENCE CALL TO ENSURE EVERYONE'S SAFETY. IF YOU ARE A MEMBER OF THE PUBLIC AND WISH TO SPEAK, PLEASE CONTACT THE COUNTY CLERK AT 715-726-7985 OR AT JSADLER@CO.CHIPPEWA.WI.US PRIOR TO THE MEETING AND PLEASE CALL THE DIAL IN NUMBER AND THE COUNTY BOARD CHAIR WILL ACKNOWLEDGE YOU AT THE APPROPRIATE TIME ON THE AGENDA.

IF YOU NEED TO EITHER MUTE OR UNMUTE YOURSELF DURING THE MEETING PRESS *6.

MEETING PHONE NUMBER: 1-415-655-0001

MEETING NUMBER: 187 643 7315

MEETING PASSWORD: 02162021

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 3. ROLL CALL**

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Harold Steele	Chippewa County	District 1	Present	
Ken Schmitt	Chippewa County	District 3	Remote	
Lee McMenamin	Chippewa County	District 4	Present	
Tom Thornton	Chippewa County	District 5	Absent	
Don Hauser	Chippewa County	District 6	Present	
James Mickelson	Chippewa County	District 8	Remote	
Mechele Shipman	Chippewa County	District 9	Remote	
Charlene Kervina	Chippewa County	District 10	Absent	
David Eisenhuth	Chippewa County	District 11	Absent	
Kari Ives	Chippewa County	District 12	Remote	
Annette Hunt	Chippewa County	District 13	Remote	
Chuck Hull	Chippewa County	District 14	Remote	
Ronald McGill	Chippewa County	District 15	Present	

County Administrator Randy Scholz, County Clerk Jaclyn Sadler, Director of Land Conservation and Forest Management Dan Masterpole, County Forest Administrator & Public Liaison Matt Hansen and Corporation Counsel Todd Pauls were present in Room 302.

County Board

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Special Meeting

Webex Conference Call

February 16, 2021
6:00 PM

Others present via WebEx - Traci Bremness, Bill Zimmerman, Assistant County Forester Administrator Jake Larson, Dennis Hutchison (DNR).

4. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lee McMenamin, District 4
SECONDER:	Glen Sikorski, District 2 (Vice-Chair)
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hunt, Hull, McGill
ABSENT:	Thornton, Kervina, Eisenhuth

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

There were no members of the public wishing to be heard

6. BUSINESS ITEMS

1. Res. 13 - 21 : Resolution to Adopt 2021-2035 Comprehensive Forest Land Use Plan
Land Conservation and Forest Management Director Dan Masterpole introduced County Forest Administrator & Public Liason Matt Hansen. Matt Hansen presented to the County Board. See powerpoint and plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Glen Sikorski, District 2 (Vice-Chair)
SECONDER:	Harold Steele, District 1
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hunt, Hull, McGill
ABSENT:	Thornton, Kervina, Eisenhuth

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

There were no items for future consideration

8. ADJOURN

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hunt, Hull, McGill
ABSENT:	Thornton, Kervina, Eisenhuth

Minutes Acceptance: Minutes of Feb 16, 2021 6:00 PM (Consent Agenda)

CHIPPEWA COUNTY**COUNTY BOARD****REGULAR MEETING****FEBRUARY 9, 2021****CHIPPEWA COUNTY COURTHOUSE, RM 302****6:00 PM**

DUE TO THE HIGH NUMBER OF COVID-19 CASES, THIS MEETING WILL BE HELD VIA CONFERENCE CALL TO ENSURE EVERYONE'S SAFETY. IF YOU ARE A MEMBER OF THE PUBLIC AND WISH TO SPEAK, PLEASE CONTACT THE COUNTY CLERK AT 715-726-7985 OR AT JSADLER@CO.CHIPPEWA.WI.US PRIOR TO THE MEETING AND PLEASE CALL THE DIAL IN NUMBER AND THE COUNTY BOARD CHAIR WILL ACKNOWLEDGE YOU AT THE APPROPRIATE TIME ON THE AGENDA.

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MEETING PHONE NUMBER: 1-415-655-0001

MEETING NUMBER: 146 908 2034

MEETING PASSWORD: 02092021

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 3. ROLL CALL**

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Harold Steele	Chippewa County	District 1	Present	
Ken Schmitt	Chippewa County	District 3	Remote	
Lee McMenamin	Chippewa County	District 4	Remote	
Tom Thornton	Chippewa County	District 5	Remote	
Don Hauser	Chippewa County	District 6	Remote	
James Mickelson	Chippewa County	District 8	Remote	
Mechele Shipman	Chippewa County	District 9	Remote	
Charlene Kervina	Chippewa County	District 10	Remote	
David Eisenhuth	Chippewa County	District 11	Remote	
Kari Ives	Chippewa County	District 12	Remote	
Annette Hunt	Chippewa County	District 13	Remote	
Chuck Hull	Chippewa County	District 14	Remote	

Also, in attendance either in person or virtually, Todd Pauls, Randy Scholz, Traci Bremness, Jaclyn Sadler, Lori Zwiefelhofer, Carolyn Kaiser, Andy Bauer, Toni Hohlfelder, Craig Johnson, Jessica Oleson-Bue, Hannah Cole, Scott Rogers, Mike Cohoon, Ruth Rosenow, Larry Ritzinger, Tim Easker and Ronald McGill

Minutes Acceptance: Minutes of Feb 9, 2021 6:00 PM (Consent Agenda)

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4. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

Hannah Cole, Lake Holcombe area, spoke in favor of letting Chippewa County Residents have a single tiny home on their property.

6. CONSENT AGENDA

Motion by Supervisor Hauser to remove items #4 and #5 from Consent Agenda. Second made by Supervisor Hunt. All Supervisors voted Yes, except Supervisor McMenamin, 13 Yes and 1 No.

Items #4 and #5 - Motion to approve made by Supervisor Sikorski and second made by Supervisor Steele. All supervisors voted yes. 14 Yes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Lee McMenamin, District 4
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

1. Approval of Minutes

County Board - Regular Meeting - Jan 12, 2021 6:00 PM

- AZO: 01 - 21 : 2021-0001 - Amber Farm Inc - Rezone
- 2021 Fire Warden Appointments
- County Board Chair Appointment - District 15 Supervisor
- County Administrator Appointment - Airport Commission & Housing Authority Commission
- County Administrator Appointment - IFLS Board
- County Board Chair Appointment - Public Firearms Range Advisory Committee
- County Administrator Appointment - LCFM Committee
- County Board Chair Appointment - Planning & Zoning Committee

7. OATH OF OFFICE

Minutes Acceptance: Minutes of Feb 9, 2021 6:00 PM (Consent Agenda)

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1. Oath of Office - District 15
County Clerk, Jaclyn Sadler, administered the official oath to Ronald McGill for the District 15 County Board Supervisor position.

8. PUBLIC HEARING

Public Hearing convened at 6:29 pm and ended at 6:37 pm. Craig Johnson presented the information. No members of the public provided input.

CDBG Public Hearing

County Board Chair Gullickson convened into the public hearing at 6:29 pm. Craig Johnson presented the information. There was no input from the public. County Board Chair Gullickson closed the public hearing at 6:37 pm.

1. Identification of Total Potential Funds
2. Eligible CDBG Activities
3. Presentation of Identified Community Development Needs
4. Identification of Any Community Development Needs by the Public
5. Presentation of Activities Proposed for the CDBG Application, including Potential Residential Displa
6. Citizen Input Regarding Proposed and other CDBG Activities
There were no comments from the public.

9. REPORTS

A. County Administrator Review and Update

1. COVID-19 Update - Randy Scholz
County Administrator, Randy Scholz, provided an update on Covid-19 to the County Board. See presentation

B. Department Reports

1. Update on 2018-2021 Capital Improvement Projects
Finance Director, Lori Zwiefelhofer, presented an update on the 2018-2021 Capital Improvement Projects. See handout.

C. General Reports

1. County Board Chair - Special County Board Meeting February 16th at 6 pm
County Board Chair is calling a special County Board Meeting for Tuesday, February 16th at 6 pm to approve the County Forest 15 year plan.

Minutes Acceptance: Minutes of Feb 9, 2021 6:00 PM (Consent Agenda)

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10. BUSINESS ITEMS

1. Res. 08 - 21 : Resolution to Authorize a CCBG Application for Microenterprise Grants

Craig Johnson answered questions from the County Board Supervisors. Supervisor Sikorski asked if the funds would be equally dispersed among the counties and if there would be a report to the County Board after the funds were dispersed. Per Craig Johnson the funds will not be evenly dispersed it will be based on application, criteria and first come, first serve. There will also be a report made to show where the funds were dispersed. Supervisor Steele asked how the information would be dispersed regarding the applications and what local governments and who would be approving the applications. Per Craig Johnson they will work with each County's EDC's for marketing and will work with cities, villages and towns.

RESULT:	APPROVED [13 TO 0]
MOVER:	Lee McMenamin, District 4
SECONDER:	Tom Thornton, District 5
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Ives, Hunt, Hull
AWAY:	Eisenhuth

2. Res. 09 - 21 : Resolution to Approve a Citizen Participation Plan

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Lee McMenamin, District 4
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

3. Res. 10 - 21 : Resolution to Support Increased Funding for ADRCs by the State
Leslie Fijalkiewicz, ADRC Manager, presented information to the Board.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kari Ives, District 12
SECONDER:	Harold Steele, District 1
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

4. Res. 11 - 21 : Resolution to Support CDBG Application for Tiny House Community
Chippewa County Housing Authority Executive Director, Jessica Oleson Bue presented to the Board.

RESULT:	APPROVED [11 TO 3]
MOVER:	Mechele Shipman, District 9
SECONDER:	Kari Ives, District 12
AYES:	Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull
NAYS:	Gullickson, Sikorski, Thornton

Minutes Acceptance: Minutes of Feb 9, 2021 6:00 PM (Consent Agenda)

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5. Res. 12 - 21 : Resolution to Continue Self-Insured Workers Compensation Program
Randy Scholz, County Administrator, provided information to the Board.

RESULT: APPROVED [UNANIMOUS]
MOVER: Annette Hunt, District 13
SECONDER: Ken Schmitt, District 3
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

6. Res. 07 - 21 : Resolution to Support the Creation of the Chippewa-St. Croix Rail Commission
Scott Rogers presented information to the Board. see presentation.

RESULT: DEFEATED [6 TO 8]
MOVER: Annette Hunt, District 13
SECONDER: James Mickelson, District 8
AYES: Schmitt, Thornton, Hauser, Shipman, Ives, Hunt
NAYS: Gullickson, Sikorski, Steele, McMenamin, Mickelson, Kervina, Eisenhuth, Hull

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

12. ADJOURN

RESULT: APPROVED [UNANIMOUS]
MOVER: Glen Sikorski, District 2 (Vice-Chair)
SECONDER: Ken Schmitt, District 3
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull

Minutes Acceptance: Minutes of Feb 9, 2021 6:00 PM (Consent Agenda)



**STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - ADRC BOARD**

I, Randy B. Scholz, appoint the following individuals to Aging & Disability Resource Center Board. The term of office will expire as indicated.

Kari Ives (reappoint).....Term expires April 01, 2024
Glen Howell (reappoint).....Term expires April 01, 2024
Larry Marquardt (replace Vern Weeks).....Term expires April 01, 2024

Dated this 9th day of March, 2021

*Randy Scholz
County Administrator*



**STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - VETERANS SERVICE
COMMISSION**

6.3

I, Randy B. Scholz, appoint, CW King, to the Veterans Service Commission. CW will replace Lyle Adrian and his term of office will expire on April 1, 2024.

Dated this 9th day of March, 2021

Randy Scholz
County Administrator



**STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - HEALTH & HUMAN
SERVICES BOARD**

6.4

I, Randy B. Scholz, appoint the following individuals to Health and Human Services Board. The term of office will expire as indicated.

Don Hauser (reappoint)	Term expires April 01, 2024
Tom Thornton (Reappoint)	Term expires April 01, 2024
Charlene Kervina (Reappoint)	Term expires April 01, 2024
Harold Steele (Reappoint)	Term expires April 01, 2024

Dated this 9th day of March, 2021

Randy Scholz
County Administrator



**STATEMENT OF EXPLANATION
COUNTY BOARD CHAIR APPOINTMENT - MISSISSIPPI VALLEY HEALTH
SERVICES COMMISSION**

6.5

I, Dean Gullickson, reappoint, subject to County Board confirmation, Charlene Kervina, to the Mississippi Valley Health Services Commission as outlined in Resolution 04-09. The term of office will expire on April 1, 2024.

Dated this 9th day of March, 2021

*Dean Gullickson
County Board Chair*



STATEMENT OF EXPLANATION
COUNTY BOARD CHAIR APPOINTMENT - CHIPPEWA VALLEY REGIONAL
AIRPORT COMMISSION

6.6

I, Dean Gullickson, appoint, subject to County Board confirmation, the individuals listed below, to the Chippewa Valley Regional Airport Commission. The term of office will expire as indicated.

Chuck Hull (fill seat vacated by Ron McGill) Term expires April 19, 2022
Rick Bowe (reappoint) Term expires April 1, 2023
Scott Francis (reappoint) Term expires April 1, 2023

Dated this 9th day of March, 2021

Dean Gullickson
County Board Chair



Department of Administration

Randy B. Scholz, County Administrator

February 23, 2021

TO: County Board Supervisors

FR: Randy Scholz

RE: Update on Redistricting Process and Recommendation for County Board Size

We have recently been informed that there will be a delay in the counties receiving data from the US Census Bureau. This delay will significantly impact the redistricting process so I wanted to get an update to the County Board right away so you are aware of this, even though we have limited information at this time.

We would normally receive information from the US Census Bureau by March 31st. Once that happens, per Wis. Stats. § 59.10(3) the County has 60 days to hold a public hearing and adopt a tentative county supervisory district plan. Then the municipalities have the next 60 days to create wards/adjustment of lines. Finally, the County must hold a public hearing and adopt a final plan within the next 60 days.

Issue – On February 3, 2021, we were notified that we would not receive data from the US Census Bureau until sometime after July 31, 2021. Then on February 12, 2021, we received notification that the US Census Bureau pushed the date back again to September 30, 2021. Due to these delays, counties will not be able to commence the redistricting process within the timeframe required by statute, and, depending on the extent of the delay, completion of the redistricting process prior to the December 1, 2021 deadline for filing nomination papers for the 2022 spring election may be impossible.

The WCA held an initial webinar to discuss the issues related to this delay, get feedback from the counties, and tried to initially identify some possible solutions. The WCA took that feedback and met with the legislature several times to discuss this issue. The WCA also had the attorneys at vonBriesen & Roper, s.c. prepare a memo that outlines all of the issues, concerns, and possible solutions. We included a copy of that in the agenda packet. The WCA is recommending that whatever solution is decided on should apply to all 72 counties so there is consistency. The WCA is holding another webinar on February 24, 2021, so we hope to get more direction at that time.

Issue – On September 8, 2020, the County Board approved Resolution 31-20 that authorized staff to prepare a tentative supervisory redistricting plan based on a tentative County Board size consisting of 21 County Board Supervisors.

With the delay in receiving the census data and the compressed timeline, it will be almost impossible to move forward with increasing the size of the County Board for the April 2022 election. Although the redistricting process this time will still be incredibly challenging, under the current circumstances it will be much easier for us to meet the statutory obligations and timelines if we stay with the current County Board size of 15 supervisors.

I realize the topic of the County Board size is something that many of you have discussed for some time now, which is why I wanted to get this information out to you as soon as possible. I hope this gives you some time to think about the issue. As soon as we get more information from the WCA, we will share that with the Executive Committee and County Board and discuss how to move forward.

Let me know if you have any questions or concerns at this time.

Randy Scholz
County Administrator

February 12, 2021



U.S. CENSUS BUREAU ANNOUNCES TIMELINE FOR RELEASING REDISTRICTING DATA

Delivery to States and Public Now Expected by September 30, 2021

U.S. Census Report Update February 12, 2021 – If the pandemic hadn't occurred, the U.S. Census Bureau would be on the verge of delivering the first round of redistricting data from the 2020 Census. The original plan was to deliver the data in state groupings starting February 18, 2021 and finishing by March 31, 2021.

However, COVID-19 delayed census operations significantly. Consistent with previous census, the U.S. Census is focusing first on the constitutional obligation to deliver the state population counts for apportionment to the President.

As was recently announced, the deadline for this work is **April 30, 2021**. This focus on meeting our constitutional obligation has delayed some of the processing activities necessary to generate the redistricting counts. **We expect to deliver the redistricting data to the states and the public by September 30, 2021.**

Now that we have finalized the schedule for completing the apportionment counts (by April 30, 2021), we have been able to finalize a schedule for the redistricting data. Note that this data delivery will be a single national delivery, rather than our originally-planned staggered delivery of redistricting data.

- Read the full U.S. Census Bureau update, including delivery schedule for the redistricting data, [by clicking here](#).



JOIN WCA FOR A FOLLOW-UP WEBINAR: COUNTY REDISTRICTING IN THE FACE OF U.S. CENSUS REPORTING DELAYS

WEDNESDAY, FEBRUARY 24, 2021 • 1:00 P.M

On February 9, 2021, WCA and WCA General Counsel von Briesen & Roper, s.c. held an initial webinar on the topic. (In the event you missed the February 9, 2021 webinar, you can see it [here](#).)

A second webinar is being held February 24, 2021 at 1:00 p.m. to update counties as to the Legislature's ideas on potential fixes and otherwise understand the practicalities surrounding implementation of a fix.

ADDITIONAL RESOURCES — A legal memo on this topic, [2021 Redistricting Process and Census Delay](#), was issued on February 11, 2021 by von Briesen & Roper, s.c. This document will be discussed in detail at the February 24, 2021 meeting.

WHO SHOULD ATTEND — County board chairs, executives, administrators, administrative coordinators, county clerks, county supervisors, corporation counsels, as well as all other interested parties. **PLEASE PASS ALONG TO ANYONE IN YOUR COUNTY INVOLVED IN THE REDISTRICTING PROCESS.**

JOIN ZOOM ON WEDNESDAY, FEBRUARY 24, 2021 • 1:00 P.M

THERE IS NO REGISTRATION FOR THIS WEBINAR, SIMPLY JOIN ON WEDNESDAY, FEBRUARY 24 AT 1:00 P.M.

Please note that this webinar is for informational purposes and is not individualized legal advice. County officials should always consult with their corporation counsels.

QUESTIONS?

For any questions, please contact WCA Government Affairs Associate Marcie Rainbolt at 608.663.7188 or [via email](#).



LEGAL MEMORDANDUM

TO: Mark D. O’Connell, Executive Director
 Kyle Christianson, Director of Government Affairs
 Marcie Rainbolt, Government Affairs Associate
 Wisconsin Counties Association

FROM: Andrew T. Phillips and Bennett J. Conard
 von Briesen & Roper, s.c.

RE: 2021 Redistricting Process and Census Delay

DATE: February 11, 2020

BACKGROUND

The U.S. Census Bureau (the “Bureau”) adjusted its 2020 operations due to the COVID-19 pandemic resulting in delays to the Bureau’s reporting and publishing of data (“P.L. data”) necessary to redistrict at the county and municipal levels of government. The P.L. data is typically received no later than April 1, but now is not expected until at least July 30, 2021. Because of these delays, counties will not be able to commence the redistricting process within the timeframe required by statute, and, depending on the extent of the delay, counties may be unable to complete the redistricting process prior to the December 1 deadline for filing nomination papers for the 2022 spring election.

This memorandum provides a brief overview of the statutory deadlines in the county redistricting process, the difficulties faced by counties due to the delayed release of the P.L. data, and potential options to address these issues.

ANALYSIS

A. Key Federal Deadlines

In the typical redistricting process, the Bureau must provide states with the P.L. data no later than March 31 of the year following the census (*i.e.*, March 31, 2021 for the 2020 census). 13 U.S.C. 141(c). However, the Bureau has announced it will not be able to provide the P.L. data until at least July 30, 2021.¹ Importantly, the Bureau has indicated July 30 is the earliest the P.L.

¹ <https://www.npr.org/2021/01/27/961247853/census-numbers-for-dividing-up-house-seats-delayed-until-april-30-bureau-says>

data would be released and has not provided any indication of when counties may actually expect receipt of the P.L. data.

B. State Statutory Deadlines for Counties

1. Step 1 – County Tentative Plan (60 days, but no later than July 1)

The county and municipal redistricting process commences once the state receives the P.L. data and the data is made available to counties. Wis. Stat. § 59.10(3)(b)1. When the P.L. data becomes available, every county has 60 days to create a tentative redistricting plan,² hold a public hearing³ on the tentative plan, and adopt the tentative plan (collectively, “Step 1”). Wis. Stat. § 59.10(3)(b)1. However, Wis. Stat. § 59.10(3)(b)1. also contains a hard deadline of July 1 to complete Step 1 in its entirety (*i.e.*, not simply commence Step 1 by the July 1 deadline). Obviously, the July 1 deadline is impossible for counties to meet given the P.L. data will not be released until sometime after July 30, 2021.

2. Step 2 – Creation of Municipal Wards (60 days)

Counties must then transmit the tentative plan and also a written statement regarding the proposed location of wards to each municipality within the county. Wis. Stat. § 59.10(3)(b)1. Each municipality must then create wards or adjust its ward lines in accordance with the tentative county plan⁴ within 60 days of receipt of the tentative plan (“Step 2”). Wis. Stat. § 59.10(3)(b)2.

3. Step 3 – Adoption of Final County Plan (60 days)

Finally, every county board must hold a public hearing⁵ and adopt a final supervisory district plan within 60 days after every municipality in the county completes Step 2 (“Step 3”). Wis. Stat. § 59.10(3)(b)3. During a typical redistricting process, Step 3 would be completed no later than the end of October. This then gives county clerks sufficient opportunity to prepare for the nomination paper circulation period for the next spring election (the first election utilizing the new districts). The nomination paper circulation period commences on December 1. Wis. Stat. § 8.02.

² The tentative plan must set forth the number of supervisory districts proposed by the board and tentative boundaries or a description of boundary requirements. Wis. Stat. § 59.10(3)(b)1.

³ The public hearing is subject to the Class 3 notice requirements in Wis. Stat. § 985.07, which would require three insertions in the county’s official newspaper.

⁴ Municipalities are not required to strictly comply with the county’s tentative plan, but must (1) make a good faith effort to accommodate the tentative plan for the county or counties in which it is located; and (2) to divide itself into wards in a way that permits the creation of supervisory districts that conform to the population requirements of the tentative plan.

⁵ Like the public hearing on the tentative plan, the public hearing on the final plan is subject to the Class 3 notice requirements in Wis. Stat. § 985.07, which would require three insertions in the county’s official newspaper

C. Consequences for Failure to Adhere to Statutory Deadlines

While there are no direct penalties associated with missing the July 1 statutory deadline discussed above, there are a multitude of consequences and downstream effects that will result from not completing the redistricting process in time.

As mentioned above, the nomination paper circulation period for the 2022 Spring election commences on December 1. The existing county redistricting plan will remain in effect if the redistricting process is not completed prior to this date. See Wis. Stat. § 59.10(3)(b)4. (providing that a final redistricting plan remains in effect until the plan is superseded by a subsequent plan enacted pursuant to statute and filed with the Secretary of State). This scenario would be problematic for several reasons, including:

1. County supervisors are required to be qualified electors and residents of their respective districts. If redistricting is completed after the nomination paper deadline for the 2022 spring election, there could be situations in which candidates for certain districts are no longer residents of their district based on the new redistricting plan. Likewise, if the process is completed after the spring election, county supervisors may be deemed to have vacated their office if they are no longer a resident of their district under the new redistricting plan. Wis. Stat. § 17.03(4)(c).
2. Possible legal challenges for failure to comply with the statutory deadlines for redistricting.
3. Possible legal challenges under constitutional redistricting principles (*i.e.*, “one person, one vote” principles) if existing supervisory districts no longer satisfy constitutional tests based on new P.L. data.

D. Potential Solutions.

There are potential solutions to the problems identified above, but implementation would require amendments to existing statutes. While there are additional avenues to explore, in light of the Bureau’s inability to provide a definitive deadline for delivery of the P.L. data, it seems the best solution may be to postpone the redistricting process.

CONCLUSION

Due to delays in the 2020 U.S. census process, counties will not be able to commence the redistricting process within the timeframe required by statute, and, depending on the extent of the delay, completion of the redistricting process prior to the December 1 deadline for filing nomination papers for the 2022 spring election may be impossible. A statutory change is required to address this issue so that counties and municipalities do not run afoul of their statutory duties and also to avoid downstream consequences resulting from the failure to redistrict in the time provided under current law.

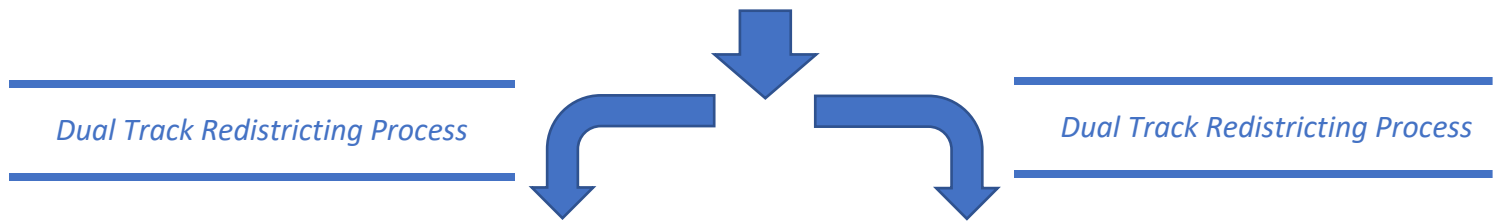
If you have any questions surrounding this memorandum, please do not hesitate to contact us. We appreciate the opportunity to be of service to the Association and its member counties.

35954308_1

Redistricting Changes

Key Dates and Proposed Timeline

Release of P.L. Data expected by September 30



Counties and Municipalities

Legislature

09/30/2021	Counties may begin Phase 1 (tentative plan)	Legislature begins state redistricting process
11/23/2021	Publication of Type A Notice for 2022 Spring Elections (using current districts and wards)	
12/01/2021	2022 Spring Election Nomination Papers	
02/28/2022	Deadline for Counties to complete Phase 1	
03/01/2022	Municipalities begin Phase 2 (adjustment of wards)	
04/01/2022	Deadline for completion of Legislative Redistricting	
04/05/2022	Spring Election (using current (2010) districts and wards)	
04/11/2022	Publication of Type A Notice for 2022 Fall General Elections (using new state districts)	
04/15/2022	2022 Fall General Election Nomination Papers	
05/15/2022	Deadline for Municipalities to complete Phase 2 New wards effective Spring 2023 for municipal elections	New wards take effect for state elections in fall 2022
06/01/2022	Counties begin Phase 3 (adoption of final county redistricting plan)	
06/12/2022	Ballots printed and mailed for fall primary (using new wards)	
08/01/2022	Deadline for Counties to complete Phase 3. New county districts take effect in Spring 2024	



Department of Administration

Randy B. Scholz, County Administrator

March 5, 2021

TO: County Board of Supervisors

FR: Randy Scholz

RE: Update on EDA Grant for CVIC/Gateway Project Expansion

On November 10, 2020 the County Board approved Resolution 40-20. The resolution authorized the allocation of \$482,740 of funds from the Land Development Fund to be used as a local match for an Economic Development Administration (EDA) Coronavirus Aid, Relief, and Economic Security (CARES) Act grant. The purpose of the grant was to relocate the Chippewa Valley Innovation Center (CVIC) building from its current location, at 3132 Louis Avenue, in the City of Eau Claire, Chippewa County, to an expanded area of the Gateway Industrial Park in Chippewa County along County Line Road and 60th Street (County Highway T).

The West Central Wisconsin Regional Planning Commission coordinated the grant and submitted the final application in December 2020. On March 5, 2021, we were informed that the EDA's Investment Review Committee reviewed our application and determined not to fund our application for two primary reasons:

- The demand for CARES Act funding has far exceeded the available allocation.
- The project location, relative to other parts of the six-state region, is not significantly economically distressed.

It's disappointing that we weren't successful in obtaining the grant funding. However, this project was a good collaboration effort between several entities and it has renewed partnerships that we hope will continue to strengthen as we move forward.

Sincerely,

Randy Scholz
County Administrator

Attachment

Attachment: CA Memo to CB RE Update on EDA Grant for CVIC Project 03-05-2021 (6261 : EDA Grant Update)



U.S. DEPARTMENT OF COMMERCE
Economic Development Administration
CHICAGO REGIONAL OFFICE
230 SOUTH DEARBORN ST., SUITE 3280
CHICAGO, ILLINOIS 60604-1512

In reply refer to:
EDA Control No: 116863

Mr. Aaron J. White
Economic Development Manager
203 S. Farwell St
Eau Claire, WI 54701-3718

Dear Mr. White,

The U.S. Economic Development Administration's (EDA's) Chicago Regional Office Investment Review Committee (IRC) has considered your application for investment assistance to support Economic Resiliency in the Wake of COVID-19.

We regret to inform you that EDA will not be able to fund your application based on an extensive review of the project and portfolio evaluation factors outlined in the Notice of Funding Opportunity (NOFO). The primary reasons are:

- The demand for CARES Act funding has far exceeded the available allocation.
- The project location, relative to other parts of the six-state region, is not significantly economically distressed.

You are strongly encouraged to contact Mr. Tom Baron, EDR for Wisconsin, at (224) 229-9154 or tbaron@eda.gov to discuss this denial.

Thank you for your interest in EDA. For more information about our programs and other upcoming funding opportunities, please consult our website at www.eda.gov.

Sincerely,

Susan M. Brehm
Regional Director

Attachment: CA Memo to CB RE Update on EDA Grant for CVIC Project 03-05-2021 (6261 : EDA Grant Update)



STATEMENT OF EXPLANATION
APRIL COUNTY BOARD MEETING - TUESDAY, APRIL 20TH, 2021

7.C.1

Per Wisconsin State Statute 59.11(1)(c) Chippewa County Board of Supervisors will meet on Tuesday, April 20th, 2021.



STATEMENT OF EXPLANATION

Resolution No. 14 - 21

RESOLUTION TO CREATE TWO FULL-TIME ACCOUNT ASSISTANT POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES IN 2021 TO SUPPORT THE RECOVERY AND WELLNESS CONSORTIUM - TIM EASKER

1 Passage of this resolution will create two (2) full-time Account Assistant-DHS positions in
 2 the Department of Human Services, commencing in 2021. These positions will provide fiscal
 3 support to the Recovery and Wellness Consortium (RWC) Division, specifically for
 4 Comprehensive Community Services (CCS). CCS activities include Medicaid billing, electronic
 5 health record filing, accounts payable processing, and other fiscal activities as required. The
 6 target consumers for the RWC are children and adults with mental health and substance abuse
 7 issues who receive those services through the CCS program.

8 The CCS census was 616 program consumers as of December 31, 2020 and the fiscal
 9 staff at that time consisted of 5.55 full-time employees (FTE) to support the program.
 10 Historically, each FTE supported an average of 88 consumers. Currently, however, there are 111
 11 consumers per FTE. The CCS program is growing in Chippewa and the CCS-RWC partner county
 12 members. Based on internal estimates and those of our county partners, the CCS census may
 13 grow by 34 consumers in 2021. It is imperative that the fiscal staff grow along with the
 14 consumer count to ensure that billing, documentation, provider payment, and reporting
 15 requirements are met. Failure to timely and accurately complete these requirements can
 16 adversely affect the timing of the funding from the federal government. The CCS program is a
 17 fullyfunded/reimbursed Medicaid program and therefore no additional funding would be
 18 required from Chippewa County to fund these proposed positions.

Resolution No. 14 - 21

**RESOLUTION TO CREATE TWO FULL-TIME ACCOUNT ASSISTANT POSITIONS IN THE
DEPARTMENT OF HUMAN SERVICES IN 2021 TO SUPPORT THE RECOVERY AND WELLNESS
CONSORTIUM - TIM EASKER**

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues through the Recovery and Wellness Consortium (RWC); and

WHEREAS, CCS activities include Medicaid billing, electronic health record filing, accounts payable processing, and other fiscal activities as required; and

WHEREAS, the Fiscal and Contracts Division within DHS is responsible for providing fiscal support for the RWC; and

WHEREAS, the CCS program is growing in Chippewa County as well as in the CCS partner county members of the RWC; and

WHEREAS, it is expected that the CCS consumer census will increase by 34 consumers in 2021, and not increasing the fiscal capacity by a proportional amount may result in loss of revenue, non-compliance with mandatory documentation and reporting requirements, and not paying providers in a timely fashion; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the DHS Fiscal and Contracts Division be provided with two (2) new Account Assistant-DHS positions, commencing in 2021, to provide fiscal services to the RWC for the provision of services through the CCS program; and

WHEREAS, this position would be fully funded through CCS funding from the state and federal governments;

NOW, THEREFORE BE IT RESOLVED, that effective upon passage of this resolution, two (2) Account Assistant-DHS positions are hereby created in the Fiscal Division of the Department of Human Services to support the growth in the CCS program; and

BE IT FURTHER RESOLVED, that these positions will provide direct support to CCS social workers and will therefore be funded by using the Medicaid revenue generated by those positions as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be

eliminated.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

The fiscal impact of these proposed positions is spelled out in the attached PAC Form.

03/9/2021 County Board

RESULT: APPROVED [13 TO 0]

MOVER: Tom Thornton, District 5

SECONDER: Chuck Hull, District 14

AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hull, McGill

ABSTAIN: Mechele Shipman

ABSENT: Annette Hunt

History:

03/02/21 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

2/8/2021

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

2/8/2021

Randy B. Scholz

Randy B. Scholz, County Administrator

2/8/2021



CHIPPEWA COUNTY

Department of Administration

Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Department of Human Services

Division: Fiscal

Current Job Description Title: Account Assistant (2) Anticipated Start Date: pending board approval

Proposed Job Description Title: (if different) _____

Direct Supervisor: Ashley Bailey

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

This PAC is for 2 Account Associate positions to support the RWC multi-county consortium

Bargaining Unit: ☐ LAW-Nurses ☐ WPPA-Patrol Officers/Investigators ☒ Non-Represented

FLSA Status: ☐ Exempt ☒ Non-Exempt

Is the position mandated? ☐ Yes ☒ No

If yes, provide statute, regulation, etc.

Position Justification Description (Why is the position needed?):

The number of consumers served is the primary driver of fiscal division activity. Each consumer increases the quantity of Medicaid billing, electronic health record (EHR) document filing, and accounts payable activity (for contracted services rendered). Additional consumers also increase the informational reporting (mandatory Program Participation System (PPS) reporting). Due to growth in our Comprehensive Community Services (CCS) program addition fiscal staff is required.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

The primary functions of these will be Medicaid billing and electronic health record (EHR) document filing. In both cases the quantity of billing records created and electronic records filed can be measured.

Attachment: PAC Form - 2 DHS Account Assistants (14 - 21 : Resolution to Create 2 Account Assistants in DHS for the RWC)

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities?

☐ Yes ☒ No

Please explain:

Is this a new position? ☒ Yes ☐ No

Would its creation cause the future elimination of another position? ☐ Yes ☒ No

If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No

Please explain:

Growth in the CCS program requires the addition of Fiscal staff

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)

In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No

Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No

Requested Annual Hours: ☒ 2088 ☐ 1500 ☐ 1044 ☐ 975 ☐ Other: _____

Description of Anticipated Work Schedule 8 hrs/5 days per week

(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences of **not** taking this personnel action?

We are currently behind on Medicaid billing and EHR filing for our CCS program. This is delaying the receipt of funds and ultimately could lead to lost revenue (claims to Medicaid have a one year filing limit). We are currently 3-4 months in arrears in billing.

What is the impact of not filling the position in:

3 months:	Untimely receipt of funds
6 months:	Untimely receipt of funds
12 months:	Services become unbillable
Not at all:	Services remain unbillable

For new positions, is there office space available for this position? ☒ Yes ☐ No

Will this require an office move/relocation? ☐ Yes ☒ No

Can the position costs be offset by eliminating or reducing a lower priority function? ☐ Yes ☒ No

Please explain:

The fiscal staff in DHS is not performing any discretionary tasks. Everything we do either brings in revenue or is done to meet a reporting requirement.

How does this position fit into the long-range and strategic plans of the Department and/or the County?

These positions support the activities of the RWC multi-county consortium. The RWC provides access to mental health and drug treatment options to children and adults through the Comprehensive Community Services program.

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2021 BUDGETED AMOUNT FOR POSITION

new positions - not budgeted + _____ = _____
 Per Personnel Cost Report Per Benefit Estimate Report **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2021 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: _____
 (If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact Starting Wage/Hire (WPPA) 19.07 of Pay Grade K

<u>19.07</u>	X	<u>2088 x 2 positions = 4176</u>	=	<u>\$79,636.32</u>
Starting Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Minimum Impact
<u>\$79,636.32</u>	+	<u>14,732.72</u>	+	<u>47,996</u>
Total Wages Minimum Impact		Fringe Benefits* (Use percentage below)		Total Minimum Fiscal Impact 2021
				<u>142,365.04</u>

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) 20.98 of Pay Grade K

<u>20.98</u>	X	<u>2088 x 2 positions = 4176</u>	=	<u>87,612.48</u>
Position Point Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Maximum Impact
<u>\$87,612.48</u>	+	<u>16,208.31</u>	+	<u>47,996</u>
Total Wages Position Point Impact		Fringe Benefits* (Use percentage below)		Total Maximum Fiscal Impact 2021
				<u>151,816.79</u>

* Percentages to Use: General WRS Position: 18.5% Current LTE: 17.9%
 Protective WRS Position: 24% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = \$23,988 WPPA = \$21,589

2021 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

0 + 0 = 0
 Wage Less Overtime Fringe Benefits Less Overtime **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	\$ _____
Mileage and meals	\$ _____
Training expenses (including memberships)	\$ _____
Computer equipment	\$ _____
Office furniture and supplies	\$ _____
Other operating expenses	\$ _____
Renovation/relocation costs	\$ _____
Total Other Costs	\$ _____

2021 FUNDING SOURCES

☒ Federal/State (Specify) <u>CCS Medicaid fee-for-services revenue</u>	<u>100</u> %	\$ <u>151,816.79</u>
☐ County Tax Levy _____	_____ %	\$ _____
☐ County Other (Specify) _____	_____ %	\$ _____
☐ Grant (Specify) _____	_____ %	\$ _____
☐ Grant (Specify) _____	_____ %	\$ _____
☐ Other (Specify) _____	_____ %	\$ _____
TOTAL	100%	\$ <u>151,816.79</u> *

*Must match above total maximum fiscal impact and other costs

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
 If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts. Positions will not be considered absent job descriptions.

1. <u>Tim Easker</u> <u>1/27/2021</u> Department Head Recommendation Date	4. <u>[Signature]</u> <u>1-27-21</u> County Administrator Approval Date ☒ Approved ☐ Denied
2. <u>[Signature]</u> <u>1-27-21</u> Human Resources Division Review Date ☒ Recommend ☐ Not Recommend	5. _____ County Board Approval Date ☐ Approved ☐ Denied Resolution No. _____ ** New Positions Only **
3. <u>[Signature]</u> <u>1/27/21</u> Finance Division Review Date ☒ Recommend ☐ Not Recommend	

Comments: _____

**CHIPPEWA COUNTY
JOB DESCRIPTION**

Job Title: Account Assistant

FLSA: Non-Exempt

Salary Range: K

Reports To: Fiscal Manager – DHS

Department: Human Services

Date: January 2020

JOB SUMMARY

The job duties of the Account Assistant include but are not limited to support the fiscal functions for the Human Services Department under the direction of the Fiscal Manager – DHS; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Account Assistant might be asked to perform. This job description is to incorporate any county ordinances created for the position of Account Assistant. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Manage and administer all functions of the State Program Participation system (PPS) and in-house software for the coordination of County to State reporting of Protected Health Information (PHI) along with services received and associated costs.
- Fiscal lead for the children's Long Term Support Waiver Program and the State Third Party Administrator (WPS).
- Support the maintenance of the DHS County accounting, auditing and financial reporting needs as required under the supervision of the Fiscal Manager – DHS.
- Create, prepare, post and maintain financial, client, or other information into the various County financial software and related reporting systems utilized by DHS such as Springbrook and Netsmart Avatar.
- Work with disbursement, revenue/receipting, and fixed asset financial cycles of the county as required in support of County and DHS financial reporting requirements.
- Support, monitor and maintain the DHS accounts receivable and insurance billing systems as well as related client information reporting systems in support of the community Mental Health and Recovery Services and Targeted Case Management program functions.
- Coordinate State/County information collection and exchange through use of state reporting systems and stay informed on the implementation of new reporting modules sponsored by the state. Advise providers and staff of any necessary reporting changes.
- Verify accurate data entry for timesheets and process biweekly payrolls in accordance with direction from the Human Resource Division. Provide training and support to DHS staff for time entry.

- Perform fiscal data entry, various reconciliations, and prepare State and internal reports to meet both external and internal fiscal reporting requirements.
- Perform other fiscal duties that may be assigned by the Fiscal Manager – DHS.
- Perform similar duties in other departments of the County as determined by the Finance Director and the Sr. Fiscal Manager.
- Provide backup to Consumer Financial Services.

Customers:

- Internal employees and managers
- Partner County employees and managers
- Consumers we see on a daily basis

Team Members:

- Members of DHS Fiscal Division

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Associate Degree in accounting, business, finance or closely related field required.
- Four (4) years recent experience required.
- At least two (2) years' work experience accounting, Accounts Payable, Accounts Receivable and statistical reporting required.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to take control of situations in a responsible manner.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and intermediate knowledge of Microsoft Office software.
- Ability to use Springbrook and other internal software systems.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to perform complex mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.
- Ability to use good judgement and effectively solve problems.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

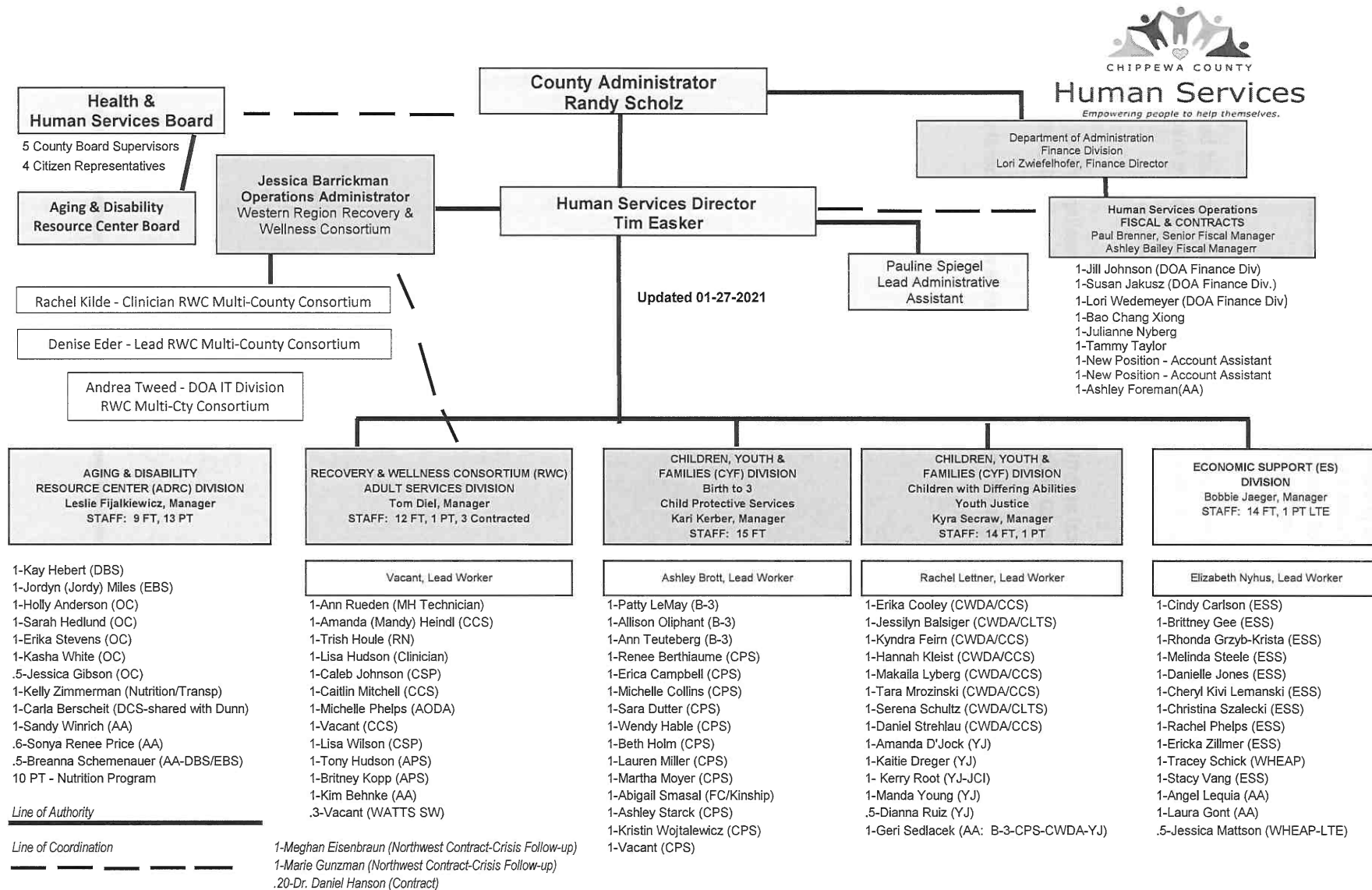
- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Works primarily in an office setting.

Chippewa County Department of Human Services

Organizational Chart - Employees



**STATEMENT OF EXPLANATION**

Ordinance No. 01 - 21

ORD. 01-21: ORDINANCE TO AMEND ARTICLE II, SECTIONS 58-31(B) AND 58-31(D) OF THE CHIPPEWA COUNTY CODE OF ORDINANCES TO AMEND SPEED ZONES ON CTH X IN THE CITY OF STANLEY FROM 35 MPH TO 25 MPH - BRIAN KELLEY - SECOND READING

- 1 The County Traffic Safety Committee has recommended that a speed limit reduction be
- 2 implemented on a segment of CTH X in the City of Stanley which is currently a 35 MPH speed
- 3 zone. This segment is adjacent to a new Kwik Trip and has experienced higher vehicle and
- 4 pedestrian traffic levels. The speed limit would be lowered to 25 MPH, which is in alignment
- 5 with adjacent residential streets and almost all other streets in the City of Stanley.
- 6

Ordinance No. 01 - 21

**ORD. 01-21: ORDINANCE TO AMEND ARTICLE II, SECTIONS 58-31(B) AND 58-31(D) OF THE
CHIPPEWA COUNTY CODE OF ORDINANCES TO AMEND SPEED ZONES ON CTH X IN THE CITY
OF STANLEY FROM 35 MPH TO 25 MPH - BRIAN KELLEY - SECOND READING**

SEE ATTACHED *Ordinance to Amend Sec 58-31 Speed Zones CTH X Stanley*

FINANCIAL IMPACT:

There is no fiscal impact to Chippewa County by passage of this ordinance amendment.

03/9/2021	County Board	
RESULT:	FIRST READING	Next: 4/20/2021 6:00 PM

History:

02/24/21 Highway Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel

2/3/2021

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director

2/3/2021

Randy B. Scholz
Randy B. Scholz, County Administrator

2/3/2021

Ordinance to Amend Article II, Sections 58-31(b) and 58-31(d) of the Chippewa County Code of Ordinances to Amend Speed Zones on CTH X in the City of Stanley from 35 MPH to 25 MPH

1. That Article II, Sections 58-31(b) and 58-31(d) of the Chippewa County Code of Ordinances (Speed Zones) are hereby amended as follows:

Chapter 58 TRAFFIC AND VEHICLES

ARTICLE II. TRAFFIC SCHEDULES

Sec. 58-31. Speed zones.

- (b) *Twenty-five (25) mile-per-hour speed zones.* The maximum permissible speed shall be 25 miles per hour pursuant to the speed limit signs erected at the following locations:
- (1) On C.T.H. "D", beginning at a point 652 feet north of the intersection of S.T.H. 29, proceeding north, a distance of 1.00 miles thereof.
 - (2) On C.T.H. "D", beginning at a point 57 feet north of the intersection of East Marshall Street, proceeding south, a distance of 1.07 miles thereof.
 - (3) On C.T.H. "F", beginning at the intersection of S.T.H. 40, proceeding south, a distance of 0.39 miles thereof.
 - (4) On C.T.H. "F", beginning at a point 183 feet north of the intersection of C.T.H. "Q", proceeding north, a distance of 0.40 miles thereof.
 - (5) On C.T.H. "H", beginning at the intersection of C.T.H. "X" (east), proceeding north, a distance of 0.96 miles thereof.
 - (6) On C.T.H. "H", beginning at a point 115 feet south of the intersection of 10th Street, proceeding south, a distance of 0.96 miles thereof.
 - (7) On C.T.H. "O", beginning at a point 466 feet west of the intersection of McKnight Street, proceeding east, a distance of 0.46 miles thereof.
 - (8) On C.T.H. "O", beginning at the intersection of C.T.H. "X", proceeding north, a distance of 0.46 miles thereof.
 - (9) On C.T.H. "Q", beginning at the intersection of S.T.H. 40, proceeding west, a distance of 0.86 miles thereof.
 - (10) On C.T.H. "Q", beginning at a point 341 feet west of the intersection of York Street, proceeding east, a distance of 1.01 miles thereof.
 - (11) On C.T.H. "S", beginning at the intersection of 138th Avenue, proceeding north, a distance of 0.70 miles thereof.
 - (12) On C.T.H. "S", beginning at the intersection of 198th Street, proceeding south, a distance of 0.70 miles thereof.

- (13) On C.T.H. "SS", beginning at a point 341 feet north of the intersection of 20th Avenue, proceeding north, a distance of 0.95 miles thereof.
 - (14) On C.T.H. "SS", beginning at the intersection of S.T.H. 40, proceeding south, a distance of 1.01 miles thereof.
 - (15) On C.T.H. "V", beginning at a point 814 feet south of the intersection of East Pattern Street, proceeding north, a distance of 0.24 miles thereof.
 - (16) On C.T.H. "V", beginning at the intersection of East Murray Street, proceeding south, a distance of 0.24 miles thereof.
 - (17) On C.T.H. "X", beginning at the intersection of Broadway Street, proceeding south, a distance of 0.27 miles thereof.
 - (18) On C.T.H. "X", beginning at a point 30 feet north of the intersection of Pine Street, proceeding north, a distance of 0.24 miles thereof.
 - (19) On C.T.H. "X", beginning at the intersection of Broadway Street, proceeding east, a distance of 0.37 miles thereof.
 - (20) On C.T.H. "X", beginning at a point 305 feet east of the intersection of Dewey Street, proceeding west, a distance of 0.37 miles thereof.
 - ~~(1921)~~ On C.T.H. "Y", beginning at the intersection of C.T.H. "S", proceeding west, a distance of 0.24 miles thereof.
 - ~~(2022)~~ On C.T.H. "Y", beginning at the intersection of State Highway 178, proceeding east, a distance of 0.24 miles thereof.
- (d) *Thirty-five (35) mile-per-hour speed zones.* The maximum permissible speed shall be 35 miles per hour pursuant to the speed limit signs erected at the following locations:
- (1) On C.T.H. "B", beginning at a point 670 feet east of the intersection of C.T.H. "Q", proceeding west, a distance of 0.14 miles thereof.
 - (2) On C.T.H. "CC", beginning at the intersection of C.T.H. "Z", proceeding south, a distance of 0.91 miles thereof.
 - (3) On C.T.H. "CC", beginning at the intersection of S.T.H. 64, proceeding north, a distance of 0.91 miles thereof.
 - (4) On C.T.H. "D", beginning at the point 937 feet south of the intersection of C.T.H. "MM", proceeding north, a distance of 0.33 miles thereof.
 - (5) On C.T.H. "D", beginning at a point 828 feet north of the intersection of C.T.H. "MM", proceeding south, a distance of 0.33 miles thereof.
 - (6) On C.T.H. "F", beginning at a point 80 feet south of the intersection of 20th Avenue, proceeding south, a distance of 1.10 miles thereof.

- (7) On C.T.H. "F", beginning at the County Line, proceeding north, a distance of 1.10 miles thereof.
- (8) On C.T.H. "I", beginning at the intersection of S.T.H. 178, proceeding west, a distance of 0.68 miles thereof.
- (9) On C.T.H. "I", beginning at the intersection of Commerce Parkway, proceeding east, a distance of 0.68 miles thereof.
- (10) On C.T.H. "J", beginning at the intersection of 50th Avenue, proceeding north, a distance of 0.67 miles thereof.
- (11) On C.T.H. "J", beginning at C.T.H. "X", proceeding south, a distance of 0.60 miles thereof.
- (12) On C.T.H. "K", beginning at a point 900 feet south of the intersection of 70th Avenue, proceeding north, a distance of 1.20 miles thereof.
- (13) On C.T.H. "K", beginning at a point 154 feet south of the intersection of 78th Avenue, proceeding south, a distance of 1.20 miles thereof.
- (14) On C.T.H. "M", beginning at a point 617 feet west of the intersection of 256th Street, proceeding east, a distance of 2.74 miles thereof.
- (15) On C.T.H. "M", beginning at a point 530 feet west of the intersection of S.T.H. 27, proceeding west, a distance of 2.64 miles thereof.
- (16) On C.T.H. "NN", beginning at the intersection of C.T.H. "X", proceeding south, a distance of 0.44 miles thereof.
- (17) On C.T.H. "NN", beginning at the intersection of S.T.H. 29, proceeding north, a distance of 0.44 miles thereof.
- (18) On C.T.H. "O", beginning at a point 1,236 feet east of the intersection of 350th Street, proceeding east, a distance of 0.95 miles.
- (19) On C.T.H. "O", beginning at a point 466 feet west of the intersection of McKnight Street, proceeding west, a distance of 0.95 miles thereof.
- (20) On C.T.H. "P", beginning at a point 1,380 feet south of the intersection of 40th Avenue, proceeding north, a distance of 1.01 miles thereof.
- (21) On C.T.H. "P", beginning at the intersection of Prairie View Road, proceeding south, a distance of 1.12 miles thereof.
- (22) On C.T.H. "Q", beginning at a point 543 feet south of the intersection of C.T.H. "B" (east) proceeding north, a distance of 0.82 miles thereof.
- (23) On C.T.H. "Q", beginning at a point 1,045 feet north of the intersection of 115th Avenue, proceeding south, a distance of 0.43 miles thereof.

- (24) On C.T.H. "Q", beginning at a point 711 feet east of the intersection of 80th Street, proceeding east, a distance of 0.27 miles thereof.
- (25) On C.T.H. "Q" beginning at the intersection of Wilson Street, proceeding west, a distance of 0.58 miles thereof.
- (26) On C.T.H. "S", beginning at the intersection of 138th Avenue, proceeding south, a distance of 0.42 miles thereof.
- (27) On C.T.H. "S", beginning at a point 671 feet south of the intersection of 198th Street, proceeding north, a distance of 0.42 miles thereof.
- (28) On C.T.H. "SS", beginning at a point 1,370 feet south of the intersection of East Park Street, proceeding north, a distance of 0.67 miles thereof.
- (29) On C.T.H. "SS", beginning at the Barron County Line, proceeding south, a distance of 0.67 miles thereof.
- (30) On C.T.H. "X", beginning at a point 1,144 feet east of the intersection of Dewey Street, proceeding west, a distance of 0.~~1652~~ miles thereof.
- (31) On C.T.H. "X", beginning at ~~the intersection of Broadway Street~~ a point 305 feet east of the intersection of Dewey Street,, proceeding east, a distance of 0.~~1653~~ miles thereof.
- (32) On C.T.H. "X", beginning at a point 100 feet south of the intersection of Pine Street, proceeding south, a distance of 0.51 miles thereof.
- (33) On C.T.H. "X", beginning at a point 930 feet north of the intersection of C.T.H. "H", proceeding north, a distance of 0.54 miles thereof.
- (34) On C.T.H. "V", beginning at the intersection of C.T.H. "X", proceeding north, a distance of 0.25 miles thereof.
- (35) On C.T.H. "V", beginning at a point 806 feet south of the intersection of East Patten Street, proceeding south, a distance of 0.25 miles thereof.

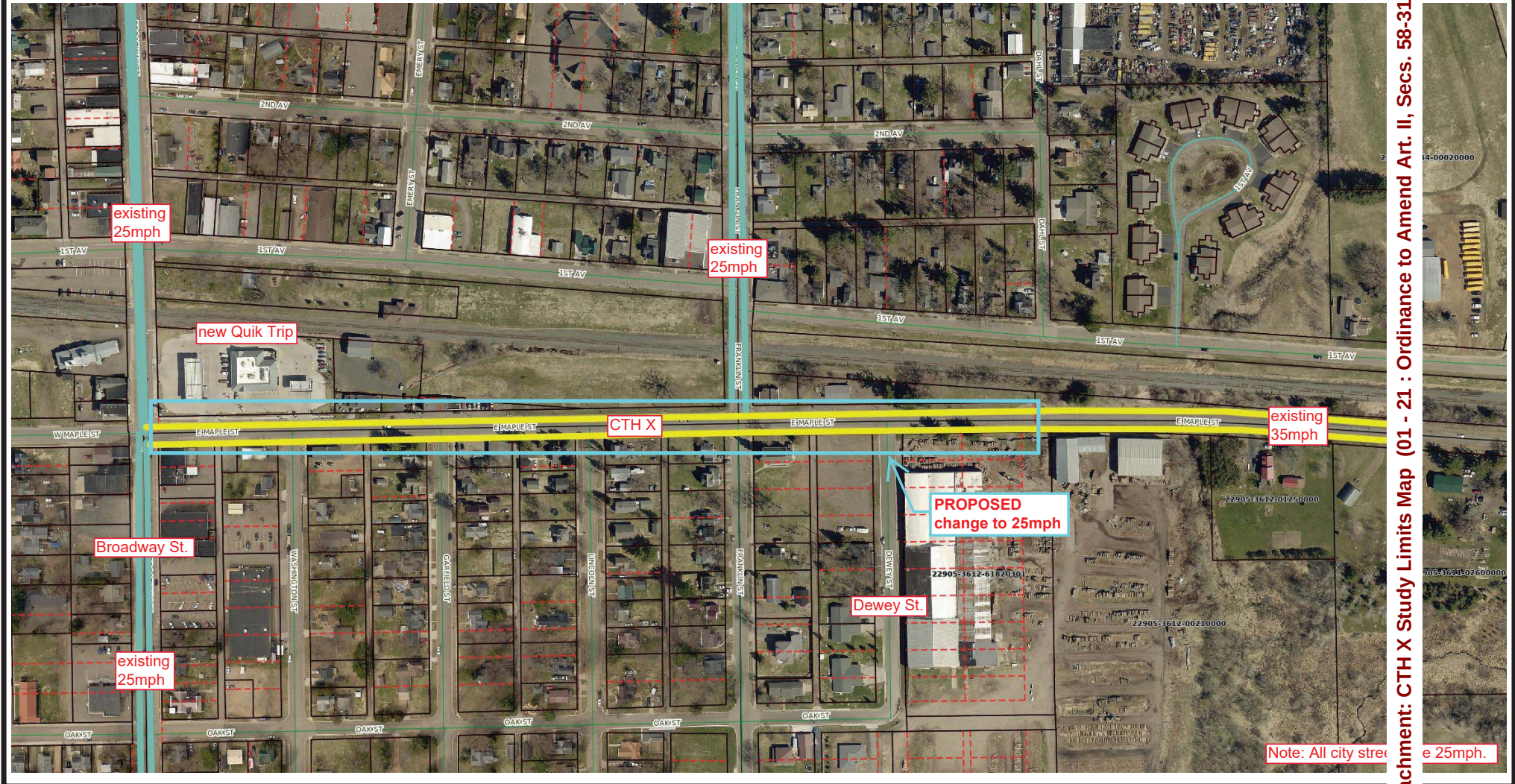
2. That this ordinance amendment shall take effect upon passage and publication.

Forwarded to the County Board by the Highway Committee.

CTH X Speed Limits in Stanley

Printed 10/08/2020

Scale = 1:204'



Disclaimer: This map is a compilation of records as they appear in the Chippewa County Offices affecting the area shown and is to be used only for reference purposes.

Attachment: CTH X Study Limits Map (01 - 21 : Ordinance to Amend Art. II, Secs. 58-31(b) and 58-31(d)