

CHIPPEWA COUNTY
COUNTY BOARD
REORGANIZATIONAL MEETING
APRIL 19, 2022
CHIPPEWA COUNTY COURTHOUSE, RM 302
6:00 PM

NOTE: THE COUNTY BOARD MEETING WILL BE LIVE STREAMED ON YOUTUBE.

During the meeting you can access the video by using the link provided below.

<https://youtu.be/5oO-a7aQQIs>

1. CALL TO ORDER - TODD PAULS

Corporation Counsel, Todd Pauls, called the meeting to order and presided over the meeting until after the election of chair and vice chair.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3. COUNTY BOARD ORGANIZATIONAL ITEMS

1. Certification of Members - Jaclyn Sadler

County Clerk, Jaclyn Sadler, certified the members of the 2022-2024 Chippewa County Board of Supervisors.

2. Training on Meridia EZ-Vote System - Jaclyn Sadler

County Clerk, Jaclyn Sadler, presented the electronic voting system to the board.

3. Roll Call

20 County Board Supervisors present in room 302.

Supervisors Flater, Steele, Schmitt, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

Others present in room 302 - Randy Scholz, Lori Zwiefelhofer, Andy Bauer, Brian Kelley, Todd Pauls, Judge Isaacson, Toni Hohlfelder and Jaclyn Sadler

4. Oath of Office - Judge Isaacson

The Honorable Judge Isaacson administered the oath of office to the County Board Supervisors.

5. Approval of Agenda

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Dean Gullickson, District 5

SECONDER: Chuck Hull, District 19

AYES: Flater, Steele, Schmitt, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

County Board

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Chippewa County Courthouse, Rm 302

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6. Election of Chair

Supervisor McGill nominated Supervisor Gullickson

Supervisor Schmitt nominated Supervisor Bergeron

Names were drawn by Supervisor Ericksen and Supervisor Bischel to determine which supervisor would give their statement first. Supervisor Bergeron went first and Supervisor Gullickson went second.

Supervisor Gullickson received 11 votes

Supervisor Bergeron received 9 votes

7. Election of Vice-Chair

Supervisor Rohmeyer nominated Supervisor Schmitt

Supervisor McGill nominated Supervisor Sikorski

Supervisors Ericksen and Bischel drew names to determine the order of which supervisor would speak first. Supervisor Schmitt went first and Supervisor Sikorski went second.

1st vote - Supervisor Schmitt received 10 votes, Supervisor Sikorski received 10 votes

2nd vote - Supervisor Schmitt received 10 votes, Supervisor Sikorski received 10 votes

3rd vote - Supervisor Schmitt received 10 votes, Supervisor Sikorski received 10 votes

4th vote - Supervisor Schmitt received 10 votes, Supervisor Sikorski received 10 votes

5th vote - Supervisor Schmitt received 12 votes, Supervisor Sikorski received 8 votes

8. Election of Three at Large Executive Committee Members

Supervisor Hunt nominated Supervisor Ives

Supervisor Ericksen nominated Supervisor Steele

Supervisor Bergeron nominated Supervisor Hunt

Supervisor Sikorski nominated Supervisor McGill

Supervisor Schmitt nominated Supervisor Bergeron

Supervisor Gullickson nominated Supervisor Sikorski

1st vote - Supervisor Ives received 6 votes, Supervisor Steele received 10 votes, Supervisor Hunt received 9 votes, Supervisor McGill received 10 votes, Supervisor Bergeron received 12 votes, Supervisor Sikorski received 12 votes

Supervisors Bergeron and Sikorski elected to Executive Committee

2nd vote - Supervisor Ives received 1 vote, Supervisor Steele received 7 votes, Supervisor Hunt received 6 votes, Supervisor McGill received 4 votes

3rd vote - Supervisor Steele received 10 votes, Supervisor Hunt received 8 votes
Supervisor Steele elected to Executive Committee

Ballot tally sheets are available in the County Clerk's office

Supervisors, Hull, Sikorski and Ives left during or after the votes.

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Supervisor Hull left at approximately 7:15 pm
Supervisor Sikorski left at 7:23 pm
Supervisor Ives left at 7:30 pm

4. PARLIAMENTARY PROCEDURES TRAINING

1. Parliamentary Procedure Training - Todd Pauls
Corporation Counsel, Todd Pauls, presented on parliamentary procedures to the board.

5. CONSENT AGENDA

RESULT:	APPROVED [19 TO 0]
MOVER:	Harold Steele, District 2
SECONDER:	James Ericksen, District 8
AYES:	Flater, Steele, Schmitt, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSTAIN:	Bomar

1. Approval of Minutes

County Board - Regular Meeting - Mar 8, 2022 6:00 PM

6. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

Bob Sworski, Town of Wheaton, addressed the board on his resignation from District 9.

7. BUSINESS ITEMS

1. Res. 12 - 22 : Resolution to Establish Temporary No Parking Zones for the Fests - Brian Kelley
Highway Commissioner, Brian Kelley, explained that the resolution is done every year to establish no parking zones for Country Fest and Rock Fest.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Annette Hunt, District 18
SECONDER:	James Flater, District 1
AYES:	Flater, Steele, Schmitt, Bischel, Gullickson, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller
ABSENT:	Sikorski, Hull, Ives

2. Ord. 01 - 22 : Ordinance to Amend Section 58-39 of the Chippewa County Code of Ordinances - 2nd Reading - Brian Kelley
Highway Commissioner, Brian Kelley, explained the process to add ATV routes to the Chippewa County Code of Ordinances. He also explained the specific application for the added route.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harold Steele, District 2
SECONDER:	Ronald McGill, District 16
AYES:	Flater, Steele, Schmitt, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller
ABSENT:	Ives

8. COUNTY BOARD ORIENTATION - PHASE ONE

1. County Board Relationship with County Administrator, Department Heads & Elected Officials - Randy Scholz
County Administrator, Randy Scholz, presented the board on the relationship and expectations of the County Board with the County Administrator, Department Heads and Elected Officials.

2. County Operational Update - Randy Scholz
County Administrator, Randy Scholz, provided an overall operational update to the board.

3. Finance Division - Lori Zwiefelhofer
Motion to move the Finance Division and County Clerk reports to Thursday, April 21st meeting.

Motion made by Supervisor Bergeron
Second made by Supervisor Ericksen
All Supervisors present voted yes.
17 yes, 0 no

RESULT:	REVIEWED	Next: 4/21/2022 6:00 PM
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4. County Clerk - Jaclyn Sadler
Motion to move the Finance Division and County Clerk reports to Thursday, April 21st meeting.

Motion made by Supervisor Bergeron
Second made by Supervisor Ericksen
All Supervisors present voted yes.
17 yes, 0 no

RESULT:	REVIEWED	Next: 4/21/2022 6:00 PM
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9. AGENDA ITEMS FOR FUTURE CONSIDERATION

10. ADJOURN

The Chippewa County Board Reorganizational meet adjourned at 9:38 pm

County Board

Minutes

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Chippewa County Courthouse, Rm 302

6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Teuteberg, District 14
SECONDER:	James Ericksen, District 8
AYES:	Flater, Steele, Schmitt, Bischel, Gullickson, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller
ABSENT:	Sikorski, Hull, Ives

CERTIFICATION

I hereby certify that the following persons, having received the greatest number of votes for the office of County Board Supervisor in each respective district for which each was a candidate on April 5, 2022, are hereby declared to be elected to said office.

Supervisory District	Name	Address
1*	James Flater	30906 County Rd E, Holcombe, WI 54745
2	Harold Buck Steele	27260 269th Ave, Holcombe, WI 54745
3	Ken Schmitt	4988 120th Ave, Colfax, WI 54730
4*	David Bischel	1115 Oak Street, Bloomer, WI 54724
5	Dean Gullickson	9924 County Highway Q, Chippewa Falls, WI 54729
6	Glen Sikorski	28301 134th Ave, Cadott, WI 54727
7*	Jason Bergeron	15748 State Hwy 178, Jim Falls, WI 54748
8	James C. Ericksen	519 Kennedy Ave, Stanley, WI 54768
9**	Robert Sworski	3343 90th St, Chippewa Falls, WI 54729
10*	Matthew Peterson	32400 Cty Hwy X, Boyd, WI 54726
11*	Roger Calkins	534 S. Crestwood Ct, Cadott, WI 54727
12*	Charles Bomar	6496 187th St, Chippewa Falls, WI 54729
13*	Caden Berg	14312 47th Ave, Chippewa Falls, WI 54729
14*	Robert N. Teuteberg	10710 34th Ave N, Lake Hallie, WI 54729
15	David Eisenhuth	2190 111th St, Chippewa Falls, WI 54729
16	Ronald McGill	14192 132nd St, Chippewa Falls, WI 54729
17*	George E. Rohmeyer, Jr	707 E. Grand Ave, Chippewa Falls, WI 54729
18	Annette Hunt	1360 Waldheim Rd, Chippewa Falls, WI 54729
19	Chuck Hull	510 W. Grand Ave, Chippewa Falls, WI 54729
20*	Dean Mueller	18261 57th Ave, Chippewa Falls, WI 54729
21	Kari Ives	562 E. South Ave, Chippewa Falls, WI 54729

*Newly elected members

**Resigned 4/19/2022

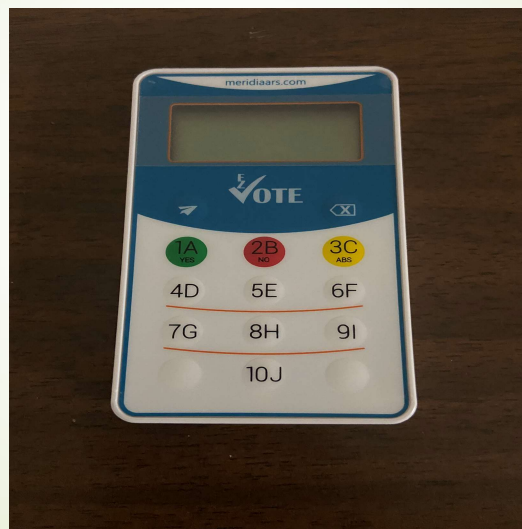
Jaclyn J. Sadler, County Clerk

Attachment: 2022 County Board Certification Updated (6944 : Certification of Members - Jaclyn Sadler)

Meridia EZ-Vote Training

County Board Meeting
Tuesday, April 19, 2022
Jaclyn J. Sadler
County Clerk

The Remote Control



Buttons on EZ-Vote Remote

- 1A/Yes – Green Button
 - Will also be used for Roll Call Attendance
 - Will also be used as your Request to Speak
- 2B/No – Red Button
- 3C/Abs – Yellow Button

Roll Call.....Who is here?

Roll Call			
Simple Majority (More than 50% needed) Results Display : Raw Absolute			
Roll : Passed Polling Status : Closed Pg 4 / 11			
Total : 14			Yes : 14 No : 0 Abs : 0
Buck Steele 1	5	Mechele S... 9	Annette Hunt 13
Glen Sikorski 2	Don Hauser 6	Charlene K... 10	Chuck Hull 14
Ken Schmitt 3	Dean Gullic... 7	David Eise... 11	Ronald McGill 15
Lee McMen... 4	James Mic... 8	Kari Ives 12	

Request to Speak

Press 1 A/Yes button as your Request to Speak

Topic: Resolution

Clear All Back To List

Press 1/Yes to Speak in Favor
Press it again to be removed

Press 2/No to Speak to Oppose
Press it again to be removed

Speaking In Favor Speaking To Oppose

Request to Speak

Topic: Resolution

Clear All Back To List

Press 1/Yes to Speak in Favor
Press it again to be removed

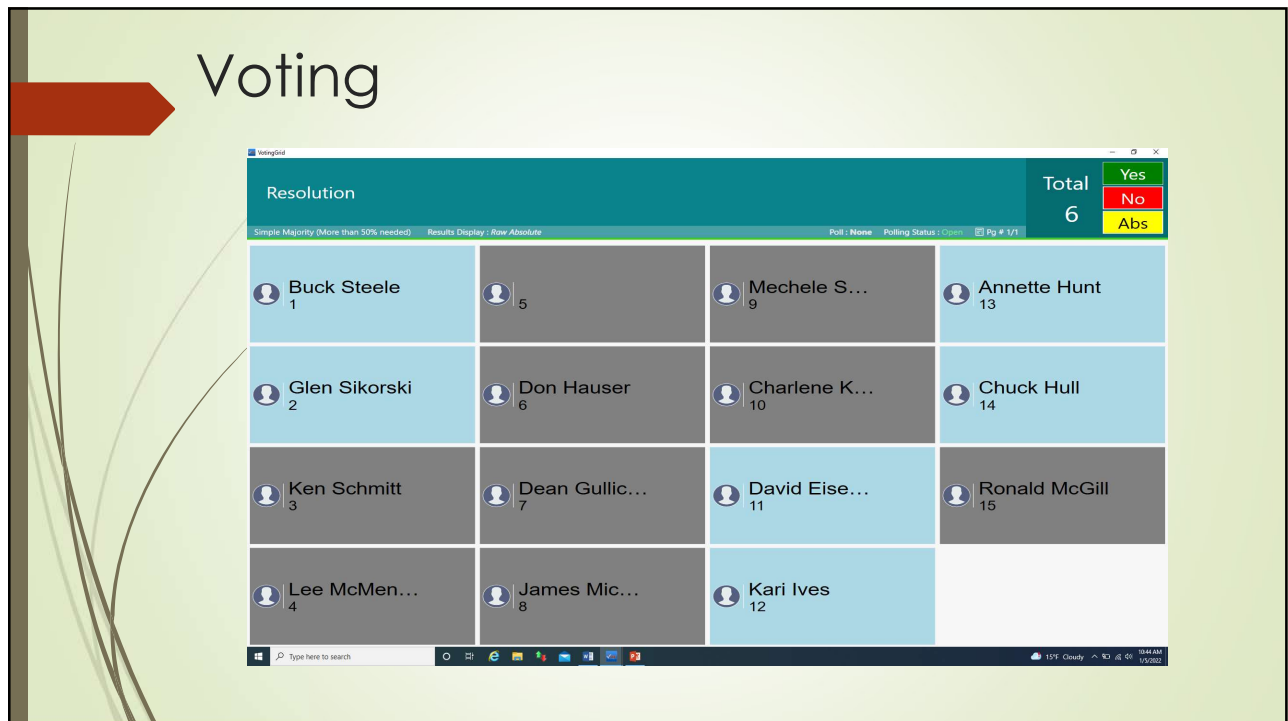
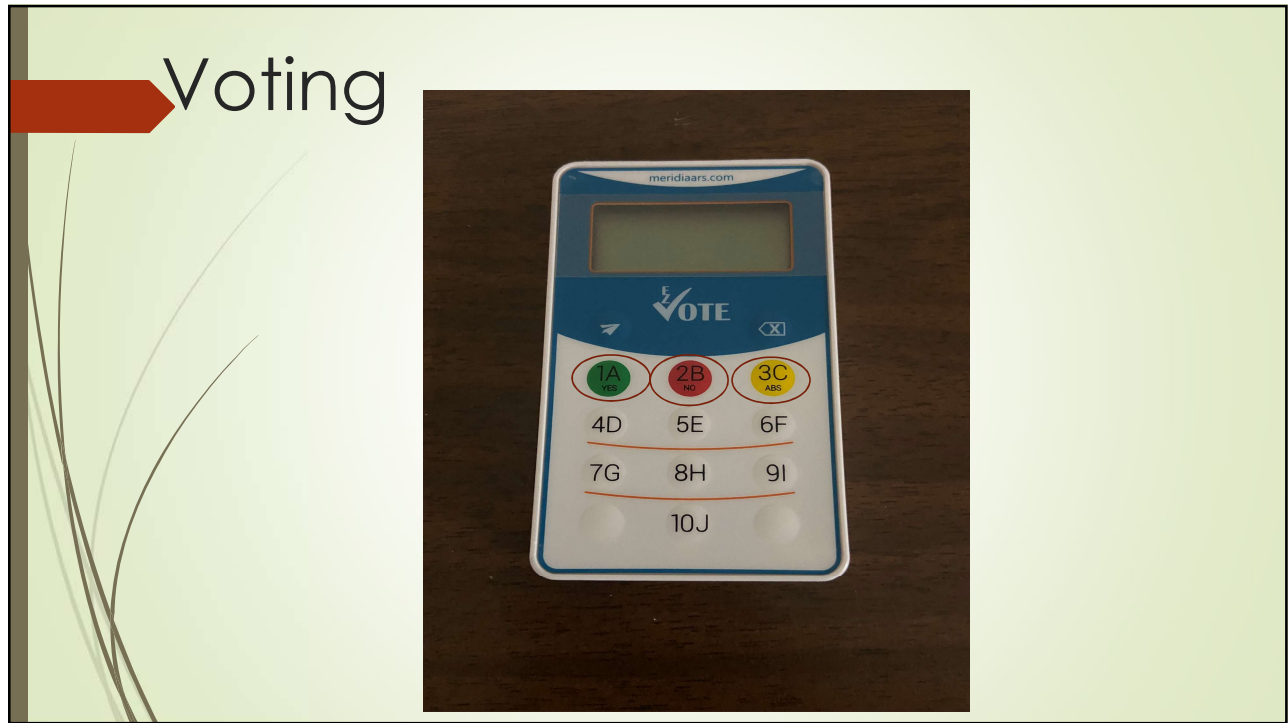
Press 2/No to Speak to Oppose
Press it again to be removed

Speaking In Favor Speaking To Oppose

Ronald McGill
Keypad ID: 15

David Eisenhower
Keypad ID: 11

James Mickelson
Keypad ID: 8



Voting



The screenshot shows the VotingWin application window. At the top, a teal header bar displays 'Resolution' and 'Total : 14'. To the right, a small table shows the vote counts: Yes (9), No (5), and Abs (0). Below the header, a green status bar indicates 'Simple Majority (More than 50% needed)', 'Results Display : Row Absolute', 'Poll : Passed', and 'Polling Status : Closed'. The main area is a 4x4 grid of 16 voter cards. Each card shows a person icon, the name, and a number. The cards are colored green for 'Yes' votes, red for 'No' votes, and grey for 'Absent' votes. The bottom of the window shows a Windows taskbar with the search bar and system tray.

Resolution	Total : 14	Yes : 9	No : 5	Abs : 0
Buck Steele 1	5	Mechele S... 9	Annette Hunt 13	
Glen Sikorski 2	Don Hauser 6	Charlene K... 10	Chuck Hull 14	
Ken Schmitt 3	Dean Gullic... 7	David Eise... 11	Ronald McGill 15	
Lee McMen... 4	James Mic... 8	Kari Ives 12		

Questions?

Official Oath

[illegible]

I, _____, having been elected or appointed to
the office of _____
(title)

swear (or affirm) that I will support the constitution of the United States and the constitution of the State of Wisconsin, and will faithfully and impartially discharge the duties of said office to the best of my ability.

So help me God.

(Signature of elected or appointed official)

Subscribed and sworn to before me this _____ day of _____, _____.

(Signature of person authorized to administer oaths)

My commission expires _____, or is permanent ☐

Notary Public ☐, or _____
(Official title, if not a notary)



STATEMENT OF EXPLANATION ELECTION OF CHAIR

3.6

Per Ord. Sec. 2-60(3) the organizational meeting shall be held on the third Tuesday in April pursuant to Sec. 59.11(1)(c) Wis. Stats. In the County Board Supervisor election years the initial business of the meeting shall be the elections of the Chair and Vice-Chair and the 3 at large members of the Executive Committee.

The elections of the Chair and Vice shall be held by secret ballot. The County Clerk shall collect and keep the voted ballots in a safe place and shall show the voted ballots to any person upon request. Two Supervisors who were not nominated for the position of Chair or Vice shall assist the Clerk in collecting and tabulating the ballots and shall attest to the final results.

Before casting the ballot for Chair and Vice-Chair the Supervisor nominated shall be allowed an opportunity to provide a statement and/or introduction to the full CB (not to exceed 5 minutes).



STATEMENT OF EXPLANATION ELECTION OF VICE-CHAIR

3.7

Per Ord. Sec. 2-60(3) the organizational meeting shall be held on the third Tuesday in April pursuant to Sec. 59.11(1)(c) Wis. Stats. In the County Board Supervisor election years the initial business of the meeting shall be the elections of the Chair and Vice-Chair and the 3 at large members of the Executive Committee.

The elections of the Chair and Vice shall be held by secret ballot. The County Clerk shall collect and keep the voted ballots in a safe place and shall show the voted ballots to any person upon request. Two Supervisors who were not nominated for the position of Chair or Vice shall assist the Clerk in collecting and tabulating the ballots and shall attest to the final results.

Before casting the ballot for Chair and Vice-Chair the Supervisor nominated shall be allowed an opportunity to provide a statement and/or introduction to the full CB (not to exceed 5 minutes).



**STATEMENT OF EXPLANATION
ELECTION OF THREE AT LARGE EXECUTIVE COMMITTEE MEMBERS**

3.8

Per Ord. Sec. 2-60(3)(d), 2-81 and 2-82(c) the organizational meeting shall be held on the third Tuesday in April pursuant to Sec. 59.11(1)(c) Wis. Stats. In the County Board Supervisor election years the initial business of the meeting shall be the elections of the Chair and Vice-Chair and the three at large members of the Executive Committee.

All nominations for the Executive Committee at large members shall be made from the floor. After the list of nominations is closed, each Board Supervisor shall vote by paper ballot for up to three supervisors from the nomination list. Those Supervisors receiving a majority, equivalent to more than half of the number of Supervisors present, shall be elected to the committee. Successive ballots shall be held to fill any remaining positions following the same procedure as above. If a tie should result to fill the third slot, the final ballot will be held to break the tie.



Parliamentary Procedure

County Board Orientation

Todd Pauls, Corporation Counsel

April 19, 2022

Department of Administration

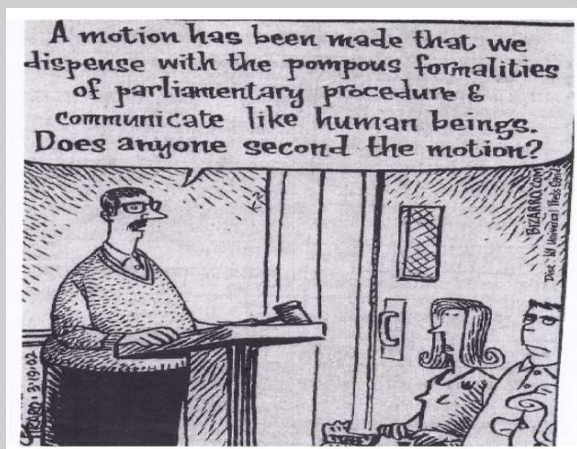
Corporation Counsel Division

- Todd Pauls, Corporation Counsel
Tel. 715-726-4581
Email: tpauls@co.chippewa.wi.us
- James Sherman, Deputy Corporation Counsel
Tel. 715-726-4594
Email: jsherman@co.chippewa.wi.us
- Deb Blevins, Corporation Counsel Legal Assistant
Tel. 715-726-4595
Email: dblevins@co.chippewa.wi.us
- Chippewa County Courthouse Room 102

What is Parliamentary Procedure/Law?

- Terms Parliamentary Law, Parliamentary Procedure, Rules of Order used interchangeably
 - Definition:
 - “The rules and precedents governing the proceedings of deliberative assemblies.”
Merriam-Webster Dictionary – https://www.merriam-webster.com/dictionary/parliamentary_law
 - Purpose or Goal:
 - To facilitate the smooth functioning of the assembly
 - To provide a firm basis for resolving questions of procedure

Parliamentary Procedure



Sources of Parliamentary Procedure

- Chippewa County Code of Ordinances Ch. 2
- Robert's Rules of Order, Newly Revised
 - Currently in 11th Edition – Cited as "RONR"
- Wisconsin Statutes and Constitution
 - County Ordinances adopt RONR as long as they are consistent with County Ordinances
 - WI Statutes and Constitution apply where there is conflict with County Ordinances

Necessary Components of a Meeting Quorum

- A quorum is a majority of the entire membership of the body, be it the County Board or its committees, boards or commissions.
 - In the case of the County Board, that would be at least 11 supervisors present to conduct business.
- If at any time there is not a quorum, the meeting must be immediately stopped until a quorum can be reached.

Necessary Components of a Meeting

Call to Order and Order of Business

- After the presiding officer has called the meeting to order, the meeting proceeds with the "order of business."

Necessary Components of a Meeting

Order of Business

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE
- III. ROLL CALL
- IV. APPROVE THE AGENDA
- V. MEMBERS OF THE PUBLIC WISHING TO BE HEARD
- VI. CONSENT AGENDA
- VII. REPORTS
- VIII. BUSINESS ITEMS
- IX. AGENDA ITEMS FOR FUTURE CONSIDERATION
- X. ADJOURN

Necessary Components of a Meeting Order of Business, cont.

V. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

(Comments from the public are limited to 5 minutes per speaker)

VI. CONSENT AGENDA

The Consent Agenda is comprised any or all of the following items:

1. Approval of Minutes
2. County Board Chair Appointments
3. County Administrator Appointments
4. Amendatory Zoning Ordinances

(Unless separation of an item is required/requested, all items are adopted in one motion)

Necessary Components of a Meeting Order of Business, cont.

VII. BUSINESS ITEMS

- Chapter 2 of the Chippewa County Code of Ordinances requires that all business items to be voted on by the Board must either be in the form of a Resolution, Ordinance or Policy.
- Ordinances and policies require 2 readings by the Board before they can be voted on.
 - The ordinance does allow the Board to vote to waive the 2 reading requirement if there is a need (i.e. time sensitive issue).
 - Waiving the 2nd reading requires a 2/3 majority vote.
 - Normally the ordinance and policy is explained at the first meeting and then voted on at the second meeting.
- Resolutions require only one reading.

How to Get Business Items Before the Board for Discussion/Action

The Motion

- Means by which business is brought before the board
 - A motion is a formal proposal by a member that the assembly take certain action. The basic form of a motion, the one which brings business before the assembly, is a “main motion.”

How to Make Motions

1. Obtain the floor (recognition from Chair)
2. Make motion
 - “I move that (or “to”)...
3. Motion seconded
 - “I second the motion” or “I second it” or “Second”
4. Motion restated by the Chair
 - “A motion (that/to)has been made and seconded”
 - Chair then asks whether the body is ready for the question or if there is debate/discussion

Points of Consideration for Motions

Motions

- Member making the motion must first obtain the floor by being recognized.
- Motion is not before the body until stated by the chair.
- Motion can be prefaced with a few words of explanation – must not become a speech.
- Withdrawing a motion – once stated by the Chair it belongs to the body and can not be withdrawn without consent of the body.

Points of Consideration for Motions

Withdrawing a Motion

- The motion belongs to the member before it is stated by the Chair.
- Upon recognition by the Chair, the member who made the motion can modify or withdraw the motion without the consent of anyone.
- If the motion has already been stated by the Chair, consent for the request to withdraw or modify the motion must be granted by the body (Chair asks if any objections).

Points of Consideration for Motions

Steps for Considering the Motion

1. Debate/Discuss the Motion
 - Obtain the floor before speaking (recognition from the Chair).
 - Debate/discussion must be confined to the merits of the motion.
2. Put the Question (Motion) to a Vote
 - The Chair may close the debate/discussion if no one seeks the floor for further debate.
 - The Chair recites the motion and asks "As many are in favor, say 'Aye'. Those opposed, say 'Nay'. (Voting is by electronic means in many cases for the Board).
3. Announce the Result of the Motion
 - The Chair announces whether the 'Ayes' or 'Nays' have it and whether the Motion carries or fails.

Points of Consideration for Motions

Types of Motions

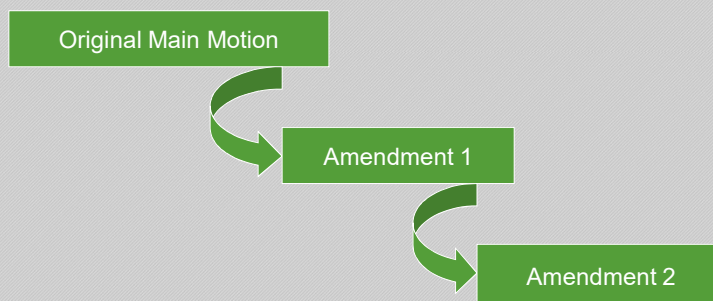
- Motion to Amend
- Motion to Reconsider
- Motion to Lay on the Table (To "Table")
- Motion to Postpone Indefinitely
- Motion to Postpone Definitely
- Motion to Rescind
- Motion to Move the Previous Question

Points of Consideration for Motions

Types of Motions**Motion to Amend**

- Used to modify the wording of a pending motion before the pending motion is acted upon.
 - Example: "I move to amend the motion by:
 1. insert or add words
 2. delete words
 3. delete and insert words
- Requires a second and allows discussion just the same as the main motion.
- If the amendment is approved by the body (majority vote), the main motion is then taken up again as amended by the approved amendment.
- Amendments may also be amended, but only once.

Points of Consideration for Motions

Types of Motions**Motion to Amend**

Points of Consideration for Motions

Types of Motions**Motion to Reconsider**

- Used to bring back for further consideration a motion which has already been voted on.
- Purpose is to permit correction of hasty, ill-advised action or to take into account a changed situation since the vote was taken.
- Can only be made by a member who voted with the prevailing side (to prevent abuse of its use) but can be seconded by anyone.
- Requires majority vote.
- Can only be made in the same meeting.

Points of Consideration for Motions

Types of Motions**Motion to Lay on the Table (To “Table”)**

- Temporarily sets aside the pending question/matter:
 1. when something else of immediate urgency has arisen; or
 2. when something else needs to be addressed before consideration of the pending motion; and
 3. with intent to take up the previously pending question/matter later in the meeting (is out of order if there is no urgent matter or intent is to kill the pending matter or avoid dealing with it)
- Commonly misused in place of Postpone Indefinitely or Postpone to a Time Certain.
- Adopting halts consideration without debate.

Points of Consideration for Motions

Types of Motions**Motion to Postpone Indefinitely**

- Motion used to avoid taking a vote on the pending question/matter.
- Sometimes used by mover to test the strength of a pending question/matter that they oppose.
- May also be useful in disposing of a badly chosen main motion that cannot be either adopted or rejected w/o undesirable consequences .
- Requires a second and a majority vote.
- Adoption kills the motion.

Points of Consideration for Motions

Types of Motions**Motion to Postpone Definitely**

- Motion by which pending question/matter can be delayed (requires majority vote).
- Used when mover wants the membership to have more time to consider the question under discussion to a definite time or day and have it come up for further discussion.
- Must be to a time specific:
 - Definite day, meeting, hour or until after a certain event
- Motion to just to simply postpone is out of order.

Points of Consideration for Motions

Types of Motions**Motion to Rescind**

- Used to undo a prior action, i.e., can be used to nullify a previously passed resolution, policy or ordinance previously adopted.
- Usually followed by or done in conjunction with the proposal of a replacement resolution, policy or ordinance.
- Motion may only be made at a meeting where the topic of the previously passed resolution, policy or ordinance is on the agenda.
- If motion is noticed on the agenda, requires majority vote; if not noticed, requires 2/3 majority vote.
- Doesn't work for items that can't be undone (executed contract).

Points of Consideration for Motions

Types of Motions**Motion to Move the Previous Question**

- Motion used to bring the assembly to an immediate vote.
 - Example: "I move the previous question"
- Requires a second and a 2/3 vote.
- Often mistaken for a "Call for the Question".
- The motion is out of order if anyone who wishes to speak has not been heard.

Decorum in Debate

The following are important considerations for how members of the body should conduct themselves during meetings:

- Refrain from attacking a member's motives.
- Speak to the merits of the motion.
- Maintain a courteous tone.
- Address remarks to the chair.
- Avoid names – use titles.
 - Example: "Mr. Chair" or "Supervisor X"
- Remarks must be germane to the merits of the motion.

Decorum of the Chair

The following are important considerations for how the Chair should conduct himself/herself during meetings:

- Chair should not speak in debate; if the Chair wishes to debate the merits of an agenda item, he/she should relinquish his/her position as Chair to the Vice Chair until after the agenda item is voted upon by the body.
- Keep the body on task – do not allow discussion to stray from the specific agenda item on the floor.

Miscellaneous Meeting / Agenda Considerations

Consent Agenda

- All items on consent agenda are normally approved in one motion due to the voluminous/repetitive/routine nature of each item.
- If a member disagrees or wishes to consider any individual consent agenda item separately, the member should make a motion to that effect.

Miscellaneous Meeting / Agenda Considerations

Public Wishing to be Heard

- The Chair is encouraged to recognize members of the public wishing to be heard at the beginning of the meeting.
 - The Chair, may however, recognize a member of the public during discussion of a particular agenda item.
- Should only speak on items that are on the agenda.

Miscellaneous Meeting / Agenda Considerations

Closed Sessions

- If there is a need for a closed session, contact Corporation Counsel to confirm the topic meets the statutory requirements to go into closed session and for the correct language to be used on the agenda.
- Recent Ordinance Change - Motion to go into closed session must now include the names of all individuals that will be allowed to attend the closed session.
 - If motion to go into closed session is seconded, a roll call vote shall be taken.
 - If motion to go into closed session is approved, Chair shall announce in open session those individuals who will be allowed to attend the closed session.
- The minutes from the closed session shall include those members in attendance and the time the body convened in and came out of closed session.
 - Closed session minutes shall include any motions and votes taken on those motions in closed session.
 - Closed session minutes shall remain confidential until there is no longer a need for them to remain confidential.

Miscellaneous Meeting / Agenda Considerations

Communication Items

- Has been eliminated as an agenda item for all meetings.
- Any correspondence item requiring discussion should be specifically listed and described on the agenda under "Reports" so that the item is noticed properly to the public and can be fully discussed by the body.

Miscellaneous Meeting/Agenda Considerations

Future Agenda Items

- A member may move (or request – at committee level) to include a certain issue or item on a future agenda, but discussion may not be had on the issue or item during the meeting in which it is moved or requested.

Code of Ethics of the County Board

- County ordinance Chapter 2, Article V. Code of Ethics of the County Board
 - Adopted by the CB on 04/09/2019 per Ord. No. 01-19
- Sec. 2-191 identifies the following sections of the Wisconsin Statutes that are part of the Code of Ethics:
 - §19.01 (Oaths and Bonds)
 - §19.21 (Custody and Delivery of Official Property and Records)
 - §19.81-§19.89 (Open Meetings of Governmental Bodies)
 - §19.59 (Codes of Ethics for Local Government Officials, Employees and Candidates)
- Code of Ethics should also include § 946.13 (Private Interest in Public Contract Prohibited)
 - Goal is to amend the ordinance this year to include this additional statute.
- It is the County Board Supervisor's responsibility to determine if there is a conflict of interest, etc.
 - If there are questions or concerns contact Corporation Counsel to discuss the situation.

Code of Ethics of the County Board, cont.

- Sec. 2-182. Responsibility of Public Office
 - County Board Supervisors are agents of public purpose and hold office to serve the public interest. They are bound to uphold the Constitution of the United States, the Constitution of the State of Wisconsin and to carry out efficiently and impartially all laws of the United States, the State of Wisconsin, and the Ordinances of Chippewa County. Further, they are bound to observe in their official acts, the standards of ethics set forth in this code and to faithfully discharge the duties of their office. **The public interest must be their primary concern.**
- Sec. 2-192(e) Ethics Inquiry Board
 - Consists of three members and one alternate, one of whom shall be an attorney licensed to practice law in the State of Wisconsin, appointed by the CB Chair, subject to confirmation by the CB.
 - Members shall be residents of Chippewa County and not County Public Officials.
 - Goal to appoint the members later this year.

Questions on Parliamentary Procedure

- **PLEASE, PLEASE, PLEASE** come to Corporation Counsel with any specific questions you may have about parliamentary procedure – my door is always (well, almost) open!
- **PLEASE, PLEASE, PLEASE** do not wait to seek answers to particular questions on parliamentary procedure at the meeting itself, if possible, for the following reasons:
 1. It is not an efficient use of the body's time
 2. Corporation Counsel can often resolve issues and provide the most thorough answer to a particular question if it is posed prior to the scheduled meeting

Questions, Comments, or Concerns



CHIPPEWA COUNTY**COUNTY BOARD****REGULAR MEETING****MARCH 8, 2022****CHIPPEWA COUNTY COURTHOUSE, RM 302****6:00 PM****NOTE: THE COUNTY BOARD MEETING WILL BE LIVE STREAMED ON YOUTUBE.**

During the meeting you can access the video by using the link provided below.

<https://youtu.be/7VVQQGx7vso>

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

Attendee Name	Organization	Title	Status	Arrived	Departed
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		
James Ericksen	Chippewa County	District 5	Present		
Don Hauser	Chippewa County	District 6	Present		
James Mickelson	Chippewa County	District 8	Present		7:25 PM
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	Present		
Annette Hunt	Chippewa County	District 13	Present		
Chuck Hull	Chippewa County	District 14	Excused		
Ronald McGill	Chippewa County	District 15	Present		

others present in Room 302 - Randy Scholz, Traci Bremness, Todd Pauls, Jaclyn Sadler, Brian Kelley, Nicholas Wu, Curt Dutton, Chris Kowalczyk, Jim Kowalczyk, Toni Hohlfelder, Lori Zwiefelhofer, Catherine Emmanuelle, Larry Ritzinger, Doug Clary

- 4. APPROVAL OF AGENDA**

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

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

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

Matt Lallemon - spoke in support of Res. 08-22.

John Robert Behling - Attorney and President of Weld, Riley spoke on behalf of Jake Rooney and the closing of the County owned gun range.

Jake Rooney - owns the property next to the County owned gun range. Mr. Rooney spoke in favor of the closing of the County owned gun range.

Serena Henderson - visits and helps at the Rooney property with the horses. Ms. Henderson spoke in favor of the closing of the County owned gun range.

Kurt Patrishka - is an employee of Rooney Farms and spoke in favor of the closing of the County owned gun range.

Justin Andrews - Attorney with Weld, Riley, spoke on behalf of Jake Rooney and the closing of the County owned gun range. Mr. Andrews provided a document to the County Board re: nearby gun ranges and rate.

6. CONSENT AGENDA

Supervisor Kervina made motion to separate the minutes from February 15, 2022 from the rest of the Consent of Agenda. Second made by Supervisor Schmitt. 1 Yes, 13 No. motion failed.

Supervisor Kervina questioned the minutes stating the municipalities were receiving funding from the State but the county is receiving money from the Federal government. County Administrator Scholz explained that the counties did not want to go through the state for funding and that the minutes are accurate.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Annette Hunt, District 13
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED:	Hull

1. Approval of Minutes

County Board - Regular Meeting - Feb 8, 2022 6:00 PM

County Board - Special Meeting - Feb 15, 2022 6:00 PM

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

County Board - Special Meeting - Feb 24, 2022 6:00 PM

2. AZO: 02 - 22 : Rezone Petition: 2022-0001 - Eagle Point
3. 6865 : County Administrator Appointment - Local Emergency Planning Committee (LEPC)

7. REPORTS

A. County Administrator Review and Update

B. Department Reports

1. 2021 Annual Jail Inspection - Curt Dutton
Sheriff Kowalczyk and Jail Captain Curt Dutton presented information on the annual jail inspection. This is the 4th year in a row that the Chippewa County Jail received zero violations.
2. Recognition of County Board Supervisors 2020 - 2022 - Jaclyn Sadler
County Clerk, Jaclyn Sadler, presented the County Board Supervisors with a certificate of service and thanked the supervisors for their service the last two years.

C. General Reports

8. BUSINESS ITEMS

1. Res. 06 - 22 : Resolution to Provide ARPA Broadband Funds for Bloomer Telephone PSC Application - Randy Scholz
County Administrator Scholz clarified the fiscal statement for the board. The fiscal statement does NOT show/include \$650,000 the project is receiving from the Town of Seymour and Eau Claire County. The total cost of the project does include the amount.

Kent and Travis from Bloomer Telephone answered questions from the Board

RESULT:	APPROVED [10 TO 4]
MOVER:	James Mickelson, District 8
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Eisenhuth, Ives, Hunt, McGill
NAYS:	Sikorski, Steele, Ericksen, Kervina
EXCUSED:	Hull

2. Res. 07 - 22 : Resolution to Provide ARPA Broadband Funds for Ntera PSC Application - Randy Scholz
County Administrator Scholz spoke on the resolution.

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

RESULT: APPROVED [12 TO 2]
MOVER: Annette Hunt, District 13
SECONDER: Ronald McGill, District 15
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Shipman, Eisenhuth, Ives, Hunt, McGill
NAYS: Mickelson, Kervina
EXCUSED: Hull

3. Res. 08 - 22 : Resolution to Support Limiting the Wolf Population to 350 Animals - Randy Scholz
County Administrator Scholz introduced the resolution.

RESULT: APPROVED [UNANIMOUS]
MOVER: Harold Steele, District 1
SECONDER: Ken Schmitt, District 3
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED: Hull

4. Res. 09 - 22 : Resolution to Eliminate Administrative Asst III Position in Extension - Randy Scholz and Catherine Emmanuelle
County Administrator Scholz and Extension Director Catherine Emmanuelle explained the resolution on eliminating the position as a county position and moving it to a state position.

Motion to amend from a .8 position to a full time position and make all language in resolution consistent with that principle.

Motion to amend made by Supervisor Schmitt, Second made by Supervisor Hunt

7 Yes, 7 No (Yes's - Ericksen, Shipman, Hunt, Hauser, Schmitt, Gullickson, Ives) (No's - Steele, Sikorski, Kervina, Eisenhuth, McGill, McMenamin, Mickelson)

Motion to Amend fails

RESULT: APPROVED [10 TO 4]
MOVER: Kari Ives, District 12
SECONDER: Ronald McGill, District 15
AYES: Gullickson, Sikorski, Steele, McMenamin, Ericksen, Mickelson, Kervina, Eisenhuth, Ives, McGill
NAYS: Schmitt, Hauser, Shipman, Hunt
EXCUSED: Hull

5. Res. 10 - 22 : Resolution Designating Highway Work Zone Safety Awareness Week - Brian Kelley
Highway Commissioner Brian Kelley explained that the County Board approves this resolution each year.

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

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

6. Res. 11 - 22 : Resolution to Rescind Resolutions and Policies Regarding Economic Development - Randy Scholz and Doug Clary
County Administrator Randy Scholz explained that this resolution would rescind all previous resolutions and policies regarding Economic Development and that the next business item is the new Economic Development Policy.

RESULT: APPROVED [UNANIMOUS]
MOVER: Annette Hunt, District 13
SECONDER: Ronald McGill, District 15
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED: Hull

7. New Economic Development Policy - 2nd Reading - Randy Scholz and Doug Clary
Planning and Zoning Director, Doug Clary, explained that this policy will now have all the information for Economic Development in one policy instead of multiple sources.

RESULT: APPROVED [UNANIMOUS]
MOVER: James Ericksen, District 5
SECONDER: Lee McMenamin, District 4
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED: Hull

8. Ord. 01 - 22 : Ordinance to Amend Section 58-39 of the Chippewa County Code of Ordinances to Add an Additional ATV Route - 1st reading - Brian Kelley
Highway Commissioner Brian Kelley explained that the amendment adds an additional 4 miles of ATV Route on Highway EE; south of Highway 64.

RESULT: FIRST READING **Next: 4/19/2022 6:00 PM**

9. Proposed Revisions to the Facility Use Policy - 2nd Reading - Larry Ritzinger
Facilities and Parks Director, Larry Ritzinger, explained the policy change of closing the building earlier on nights there aren't meetings scheduled.

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald McGill, District 15
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED:	Hull

10. Closed Session - The County Board will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (confer with attorney on Itemized Statement of Relief Sought and Statement of Claim – Rooney Farms LLC and Steven Jake Rooney).

Prior to going into closed session the board took a 5 minute break. Motion to adjourn for 5 minutes made by Supervisor McMenamin, second made by Supervisor Schmitt. 14 yes, 0 No. Meeting adjourned from 7:25 pm to 7:30 pm.

Supervisor Mickelson left at 7:25 pm.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lee McMenamin, District 4
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED:	Mickelson, Hull

11. The County Board will Reconvene to Open Session to Continue with the Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	James Ericksen, District 5
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED:	Mickelson, Hull

9. AGENDA ITEMS FOR FUTURE CONSIDERATION

There were no items for future consideration.

10. ADJOURN

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

March 8, 2022
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Eisenhuth, District 11
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Ericksen, Hauser, Shipman, Kervina, Eisenhuth, Ives, Hunt, McGill
EXCUSED:	Mickelson, Hull

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

**STATEMENT OF EXPLANATION**

Resolution No. 12 - 22

**RESOLUTION DESIGNATING TEMPORARY NO PARKING ZONES IN THE
TOWN OF ARTHUR**

1 Section 58-35(d) of the County Code of Ordinances allows the County Board to
2 designate a temporary no parking zone by duly adopted resolution. Annually in the Town of
3 Arthur there are two large assemblies, Country Fest in June and Rock Fest in July, that require
4 temporary no parking zones to help insure the safety of the attendees. Country Fest is
5 scheduled to be held from June 23-25, 2022 and Rock Fest is scheduled to be held from July 14-
6 16, 2022.

7 Passage of this resolution would formally designate temporary no parking zones
8 surrounding the areas of the Fest grounds and direct the Highway Department to erect the
9 appropriate signage.

10

Resolution No. 12 - 22

RESOLUTION DESIGNATING TEMPORARY NO PARKING ZONES IN THE TOWN OF ARTHUR

WHEREAS, Section 58-35(d) of the Chippewa County Code of Ordinances provides that the Chippewa County Board of Supervisors may designate temporary no parking zones as authorized in Wis. Stats. Sec. 346.53(6); and

WHEREAS, large assemblies, namely Country Fest and Rock Fest, annually take place in the Town of Arthur, Chippewa County, Wisconsin, during June and July, respectively; and

WHEREAS, Country Fest is scheduled to be held from June 23-25, 2022 and Rock Fest is scheduled to be held from July 14-16, 2022;

NOW, THEREFORE BE IT RESOLVED, that pursuant to § 58-35(d) of the Chippewa County Code of Ordinances, the County Board of Supervisors designates the following roadways, including all of the public right-of-ways adjacent thereto, as temporary no parking zones for the period from June 21, 2022 through July 18, 2022, to-wit:

1. County Trunk Highway S from the intersection of County Trunk Highway K; thence East 2 1/2 miles, Town of Arthur, Chippewa County, Wisconsin.
2. Both sides of CTH K, 1/2 mile north and south of the intersection with CTH S, Town of Arthur, Chippewa County, Wisconsin.

BE IT FURTHER RESOLVED, that the temporary no parking restrictions shall be applicable for all 24 hours of each day for all of the above-described roadways; and

BE IT FURTHER RESOLVED, that should the COVID-19 pandemic require rescheduling of Country Fest and/or Rock Fest, the Highway Department is authorized to establish the above no parking zones for the dates in 2022 that will accommodate the rescheduling as necessary to ensure the safety of all involved; and

BE IT FURTHER RESOLVED, that the Highway Commissioner shall be responsible to erect all official traffic signs consistent with this resolution and as required to comply with local and state laws.

Forwarded to the County Board by the Legal and Law Enforcement Committee.

FINANCIAL IMPACT:

The Highway Department will incur expenses in erecting and taking down the appropriate signage for these events.

04/19/2022 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: Annette Hunt, District 18

SECONDER: James Flater, District 1

AYES: Flater, Steele, Schmitt, Bischel, Gullickson, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller

ABSENT: Glen Sikorski, Chuck Hull, Kari Ives

History:

03/14/22 Legal & Law Enforcement Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

2/22/2022

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

2/22/2022

Randy B. Scholz

Randy B. Scholz, County Administrator

2/22/2022

**STATEMENT OF EXPLANATION**

Ordinance No. 01 - 22

**ORDINANCE TO AMEND SECTION 58-39 OF THE CHIPPEWA COUNTY
CODE OF ORDINANCES - 2ND READING - BRIAN KELLEY**

1 Passage of this ordinance amendment will add an additional ATV route on County Trunk
2 Highway EE, at the request of the Chippewa Valley ATV Council (CVATVC). The application for this
3 proposed route is attached.

4 The route requested is in the Town of Estella and is one mile in length. With the addition of this
5 proposed route, an existing route would be extended north to allow crossing of STH 64. The ATV clubs
6 have plans to open a public trail on the north side of STH 64.

7 On the attached ordinance amendment, the proposed route is shown under Route No. 3, which
8 would increase from 4 to 5 miles.

9 This proposed ATV route was reviewed and recommended for approval by the Sheriff's
10 Department and Highway Department staffs.

11

Ordinance No. 01 - 22

**ORDINANCE TO AMEND SECTION 58-39 OF THE CHIPPEWA COUNTY CODE OF ORDINANCES -
2ND READING - BRIAN KELLEY**

SEE ATTACHMENT

FINANCIAL IMPACT:

There is no fiscal impact to Chippewa County by passage of these ordinance amendments.

04/19/2022 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: Harold Steele, District 2

SECONDER: Ronald McGill, District 16

AYES: Flater, Steele, Schmitt, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller

ABSENT: Kari Ives

History:

02/23/22 Highway Committee FORWARD TO COUNTY BOARD

03/08/22 County Board FIRST READING

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

2/1/2022

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

2/1/2022

Randy B. Scholz

Randy B. Scholz, County Administrator

2/1/2022

ORDINANCE TO AMEND SECTION 58-39 OF THE CHIPPEWA COUNTY CODE OF ORDINANCES

1. Section 58-39 of the Chippewa County Code of Ordinances is hereby amended as follows:

Sec. 58-39. Designating All-Terrain and Utility Terrain Vehicle Routes

- (a) *Intent.* The County of Chippewa adopts the following All-Terrain Vehicle (ATV) and Utility Terrain Vehicle (UTV) routes for the operation of ATV's and UTV's upon the County highways listed in subsection (c). Following due consideration of the recreational value to connect trail opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, these routes have been created.
- (b) *Statutory Authority.* These routes are created pursuant to § 23.33(8)(b), Wis. Stats. In addition, the provisions of § 23.33, Wis. Stats., and the provisions of Wisconsin Administrative Code NR 64 regulating ATV/UTV operation are hereby adopted.
- (c) *Routes.* The following described County highways are designated as ATV/UTV routes:
 - (1) C.T.H. "D" in the Town of Delmar, from 125th Avenue to 130th Avenue, a distance of 0.5 miles.
 - (2) C.T.H. "E" in the Town of Cleveland, from 245th Avenue south to trail, a distance of 0.8 miles.
 - (3) C.T.H. "EE" in the Towns of Arthur and Estella, from 170th Avenue to S.T.H. 64210th Avenue, a distance of 54 miles.
 - (4) C.T.H. "G" in the Town of Ruby, from C.T.H. "M" to 310th Avenue, a distance of 3 miles.
 - (5) C.T.H. "G" in the Town of Ruby, from S.T.H. 64 north to Buckhorn Trail, a distance of 2.25 miles.
 - (6) C.T.H. "K" in the Towns of Anson and Arthur, from C.T.H. "S" to 170th Avenue, a distance of 3 miles.
 - (7) C.T.H. "K" in the Town of Anson, from 107th Avenue to 108th Avenue, a distance of 350'.
 - (8) C.T.H. "K" in the Town of Anson, from 127th Avenue to 220th Street, a distance of 275'.
 - (9) C.T.H. "K" in the Town of Lafayette, from 40th Avenue east to west, a distance of 0.5 miles.
 - (10) C.T.H. "K" in the Town of Lafayette, from 50th Avenue east to west, a distance of 0.1 miles.

- (11) C.T.H. "K" in the Town of Estella, from 250th Street to 205th Avenue, a distance of 0.5 miles.
 - (12) C.T.H. "M" in the Towns of Birch Creek and Lake Holcombe, from S.T.H. 27 west to ATV parking lot, a distance of 5.2 miles.
 - (13) C.T.H. "M" in the Town of Ruby, from 275th Avenue to C.T.H. "G", a distance of 0.65 miles.
 - (14) C.T.H. "M" in the Town of Sampson, from 152nd Street to 160th Street, a distance of 0.75 miles.
 - (15) C.T.H. "S" in the Town of Anson, from C.T.H. "K" west to trail, a distance of 1.1 miles.
 - (16) C.T.H. "S" in the Town of Arthur, from 270th Avenue north to south, a distance of 0.5 miles.
 - (17) C.T.H. "VV" in the Town of Ruby, from 290th Avenue east to west, a distance of 0.5 miles.
 - (18) C.T.H. "Y" in the Town of Eagle Point, from 145th Street to 155th Street, a distance of 1 mile.
 - (19) C.T.H. "Y" in the Town of Anson, from 143rd Avenue west across the Chippewa River Bridge, a distance of 0.25 miles.
- (d) *Annual Reviews of ATV/UTV Routes.* All ATV/UTV routes established pursuant to this ordinance shall be reviewed annually by the Chippewa County Highway Committee to consider the continued value, efficacy or need for the ATV/UTV routes or the inclusion of additional ATV/UTV routes, all pursuant to the intent of this ordinance.
- (e) *Conditions.* In addition to all statutory and regulatory requirements for ATV/UTV operation, as a condition for the use of these routes, the following conditions shall apply to all ATV/UTV operators (and passengers) when operating on the routes:
- (1) All ATV/UTV operators shall observe posted ATV/UTV speed limits not to exceed 30 MPH.
 - (2) All ATV/UTV operators shall ride single file.
 - (3) All ATV/UTV operators shall slow the vehicle to 10-mph or less when operating within 150 feet of a dwelling or pedestrians except when operating on County Highway M between 276th Street and County Highway CC (250th Street) in the Town of Lake Holcombe.
 - (4) Routes must be signed in accordance with NR 64.12, and NR 64.12(7)c.
 - (5) Headlights and tail lights must be turned on at all times.

- (6) All ATV/UTV operators at least 12 years of age and who are born on or after January 1, 1988, shall have a valid ATV/UTV safety certificate and be accompanied by a parent or legal guardian until possessing a valid driver's license.
 - (7) All persons under 18 operating and/or riding on an ATV/UTV must wear a helmet approved by the Wisconsin Department of Transportation.
 - (8) Use of these routes is only allowed during daylight hours which shall be defined as from one-half hour before sunrise to one-half hour after sunset.
 - (9) ATV/UTV operators shall drive only on the outside portion of the paved roadway surface.
- (f) *Creation of New Routes.* The County will consider applications for new routes submitted by the Chippewa Valley ATV Council or local municipality. All new ATV/UTV routes shall be created pursuant to procedures that are adopted by the Highway Committee. Any changes to those procedures shall be approved by the Highway Committee. The procedures shall be available to the public at the Chippewa County Highway Department as well as on the Highway Department's website.
 - (g) *Closure of Routes.* The Highway Commissioner shall have the authority to temporarily or permanently close routes for safety, maintenance or other appropriate reasons. Such closures shall be subject to review and final determination by the Highway Committee. The Highway Department shall erect temporary signs indicating the route closure. The route signage shall be entirely removed by the Highway Department if the designated route is permanently closed.
 - (h) *Enforcement.* This ordinance shall be enforced by the Chippewa County Sheriff's Department.
 - (i) *Penalties.* The penalties as set forth in § 23.33(13)(a) Wis. Stats., are adopted by reference.
 - (j) *Severability.* The provisions of this ordinance shall be deemed severable and it is expressly declared that Chippewa County would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other person's circumstances shall not be deemed affected.
2. These ordinance revisions shall take effect upon passage and publication.

Forwarded to the County Board by the Highway Committee.

ATV Route Designation Application
for Chippewa County Highway

7.2.b

General Information

Name

Date

Address

Phone

City

State

Zip

Email

Representing: Chippewa Valley ATV Council
(check one) Town of

Application Checklist

	Attached?
1) Attach a map of the requested route. Indicate trail-ends and approved municipal routes to be connected. Highlight and list businesses that will be served.	
2) Attach a list of all property owners on the proposed routes and copy of the notice that was mailed to them.	
3) Attach a map of all alternative routes that were pursued prior to requesting the proposed route.	
4) Attach the local municipality's approved ordinance or resolution authorizing the proposed route.	
5) Attach payment for non-refundable application fee of \$100 with check made payable to "Chippewa County Highway Department".	

Route Information

County Highway

Route Length miles

Starting Location

GPS (north)
GPS (west)

Ending Location

GPS (north)
GPS (west)

Route Justification:

To Be Completed By Applicant

Attachment: ATV Route Application_CTH EE (01 - 22 : Ordinance to Amend Section 58-39 of the Chippewa County Code of Ordinances)

Highway Department Review of Proposed Route

Commercial Truck Traffic Volumes:	
Frac Sand Haul Route	100 points
Heavy	50 points
Average or Below	0 points
*Site Distance:	
<min.	50 points
> min. but < desirable	30 points
> desirable	0 points
*See WisDOT FDM 11-10 Attachments 5.4 & 5.6	
Highest Posted Speed Limit:	
55 MPH	10 points
< 55 MPH	0 points
Narrowest Pavement/Bridge Width:	
≤ 20'	20 points
> 20' but ≤ 22'	10 points
> 22'	0 points

Highway Functional Classification:	
Arterial	100 points
Major Collector	30 points
Minor Collector or Less	0 points
Average Daily Traffic (ADT):	
≥ 1500	100 points
1000 - 1499	30 points
750 - 999	20 points
500 - 749	10 points
< 500	0 points
Length of Route:	
2 miles or more	20 points
1 to 1.99 miles	10 points
< 1 mile	0 points
Other Factors:	
> 5 miles to public trail	20 points
Residences < 150' away	10 points

Total Deductions:

Note: Deductions ≥ 100 points result in denial of application. Other factors may also result in denial.

Approved:

Denied:

By:

Date:

Additional Comments / Justification for Denial / Recommended Conditions of Approval:

Sheriff's Department Review of Proposed Route

Recommendation: Approve
Deny

By:

Date:

Additional Comments / Justification for Recommended Denial / Recommended Conditions of Approval:

Estimated Signage & Maintenance Costs

*Estimated route costs to applicant:

Reviewed with applicant on:

Labor:

Equip:

Materials:

* Note: All work within County right-of-way to be done by County

To Be Completed By Chippewa County Highway Department

Attachment: ATV Route Application_CTH EE (01 - 22 : Ordinance to Amend Section 58-39 of the Chippewa County Code of Ordinances)



2022 County Board Orientation

County Board Relationship with County Administrator, Department Heads and Elected Officials

Presenter: Randy Scholz, County Administrator
April 19, 2022

New Committee Assignments

- As a County Board Supervisor you will be appointed to:
 - Standing Committees (Appointed by the CB Chair. The CB Chair also appoints the Committee Chair and Vice-Chair)
 - Statutory Commissions & Boards (Appointed by the CA. Each Committee elects the Chair and Vice-Chair at their first meeting)
 - Special Committees (Appointed by the CB Chair. Some of these will already have a Chair and Vice-Chair)
- The committee appointment process is conducted in a manner that attempts to equally distributes committee assignments while minimizing the number of quorums of other committees.
- In order for you as County Board Supervisors to be effective and engaged it is important for you to attend and participate in your Committee meetings.
 - If you are unable to attend a meeting, you are expected to notify the County Clerk or the respective Chair at least three hours prior to the start of the meeting. This will allow time to contact the CB Chair to attend as the ex officio member in case he/she is needed to secure a quorum. (Per ordinance Sec. 2-52)
- The CB Chair and Vice-Chair will meet with the CA and staff on April 20, 2022 to determine new committee assignments and ensure they comply with statutory and ordinance requirements.
 - New committee assignments will be announced/approved at the April 21, 2022 CB meeting.

For Success of the County Board

- **You are the leaders – It all starts with you**
 - Strategic Plan – Provides County Administrator and Department Heads with a vision and mission
 - Updated in 2019 with assistance from UW Extension
 - Good communication is critical: Administrator – Department Heads – Employees – County Board Supervisors – Media
 - Participation is important in discussions at committee and County Board meetings
- Ensure County Board Supervisor's time is properly managed
 - Committee Chairs – Move the agenda along – Communicate with DH on the details you want included in committee reports
 - Agenda packets should include supporting material for all agenda items – Allows Supervisors to make informed decisions
 - If a Supervisor has a question about an agenda item, contact the DH before the committee meeting or CA before the County Board meeting, so they are prepared to answer the question at the meeting.
- Increase County Board Supervisor's knowledge of the duties and responsibilities of Department Heads and Elected Officials by being involved with more committees.
 - Diversify your experience – try new committees
- CB Supervisors have access to the County Employee Portal to review CB adopted policies .
- CB Supervisors can use the County Website for accessing all other relevant information (agendas, minutes, code of ordinances, etc).

Responsibilities of the County Administrator and Department Heads

- Ensure the time CB Supervisors spend at the committee meetings is used effectively and constructively.
 - DH must present concise, accurate, specific and understandable information to the respective policy committees so decisions can be made in a timely and confident manner.
 - County Administrator will review draft agendas to ensure committee meetings are focusing on policy issues and Department Heads are meeting the time management objectives of the committee.
 - County Board Supervisors will focus on the policy needs of the County.
- Listen to the ideas and address the concerns of County Board Supervisors in a timely manner.
- Be honest and transparent with County Board Supervisors.

Responsibilities of the County Administrator and Department Heads

- County Administrator and Department Heads should come to meetings:
 - Focused on the Strategic Plan of the County;
 - Organized and with concise information;
 - Prepared to provide Supervisors with documentation that outlines the program options and recommendation;
 - Define timelines for proposal/project completion;
 - Look at the long-term policy implications;
- County Administrator and Department Heads will focus recommendations based on the strategic plan of the County Board, the department mission statement, and the impact on operational costs and department capacity

Responsibilities of the Elected Officials

- Elected Department Heads include:
 - County Clerk, Register of Deeds, Treasurer, Clerk of Courts, Coroner, Sheriff
 - Staggered 4 year terms of office
- The County Board should expect the full time elected officials to:
 - Act in a professional manner and follow all County policies.
 - Follow the statutory responsibilities of the elected position.
 - Be part of the County team that advances programs and policies that are in the best interest of the citizens of Chippewa County.
 - Be available to address the concerns and questions of the County Board.

Responsibilities of the County Administrator

- The Administrator's role is to run the day-to-day operation of the County under the policies adopted by the County Board.
- Work with County Board Supervisors to develop policies.
 - The Administrator may discuss problems and provide recommendations, propose new plans, or discuss issues that affect the community and its residents.
 - Those recommendations will be consistent with the County's overall strategic plan.
 - The Administrator does not work at the direction of a single County Board Supervisor; only by actions taken by a Committee or the full County Board
- Ensure that laws and policies approved by the County Board are equitably enforced throughout the County.
- Provide County Board Supervisors with continual updates on items between meetings as appropriate.
 - Email reports/information/pertinent articles.
 - Acquire information for County Board Supervisors as they request it.
 - Maintain the County Board focus on the Strategic Plan of the County.

Responsibilities of the County Administrator

- Provide County Board Supervisors the opportunity for future training.
- Be accessible and provide accurate information to the County Board Supervisors.
- Encourage Supervisors to contact the CA office when they have a question or concern about a county policy or department service/program.
- Have County Board Supervisors understand the importance and value of following adopted County policy and procedures.
- Ensure that information provided to the County Board is related to both immediate issues and long-term programs and is understandable and organized.
- After a policy decision is made by the County Board, the CA works with staff to successfully implement the decisions of the County Board.
- Seek feedback from residents and members of the business community to address and solve problems.

Responsibilities of the County Administrator

- Be directly involved and responsible for the oversight of performance and administration of the Economic Development activities of the County.
- Prepare the annual budget, submit a recommendation to the County Board for approval, and implement it once adopted.
- Solicit bids from contractors and select or recommend the appropriate individual(s) or organization(s) to perform the work.
- Investigate citizen complaints and problems within the organization and recommend necessary changes to the County Board.
- Supervise and evaluate the annual performance of all County Department Heads, Department of Administration staff, and other employees.
- Work to successfully achieve the annual goals and objectives established for the County Administrator as defined by the Executive Committee

County Board Relationship with the County Administrator

- At any time County Board Supervisors should be able to access and discuss any issues they are concerned about with the County Administrator.
- The County Administrator should be able to do the same with County Board Supervisors.
- On issues relating to employee performance or personnel matters, County Board Supervisors should bring those to the attention of the County Administrator to address and/or investigate.
- Understand the importance of confidentiality between the County Administrator and the County Board Supervisors.

Responsibilities of the County Board

- Pay attention to the WI Open Meetings Law – CB Supervisors need to be careful about discussing committee matters with other CB Supervisors outside of posted meetings.
- Responsibility and time commitment of the CB Chair:
 - Ex-Officio of all County committees
 - Maintain relationship with the 20 other CB Supervisors
- Committee Chairs will need to manage the time of committee meetings.
- To assist the County Board and Committee Chairs, please read and review the agenda information before the regularly scheduled meeting. If you have questions or you feel you need more information – contact the Department Head for committee meetings and the County Administrator for County Board meetings.
- If you have a question at a County Board or committee meeting, ask it at the meeting. Asking questions after a decision has been made is usually too late.

Responsibilities of the County Board

- Use technology to stay updated and informed on issues related to your committee assignments, as well as other County issues – iPads
- The electronic agenda management software allows for better access to all agenda material.
- Please contact the CA office if you have any questions or concerns about a service, policy, or County Board/Committee agenda item.
- The ultimate authority in all policy development and implementation is:
 - County Board for county-wide issues
 - Committees for issues pertaining to a specific department
- The County Administrator and Department Heads can provide the information but the County Board Supervisors are the ones that make the policy decisions.
- Chippewa County is a great place to live and work – Chippewa County provides many services other Counties do not – dedicated hard working employees – positive high morale starts at the top

Questions, Comments, or Concerns





2022 County Board Orientation

County Operational Update

General Information & Initiatives

Presenter: Randy Scholz, County Administrator
April 19, 2022

Overview

- County Strategic Plan
- County Organizational Structure
- Department Descriptions
- Update on COVID-19 Resolutions, Protocols, etc.
- County Administrator 2022 Performance Goals – Established by the Executive Committee
- National Opioid Litigation
- Public Firearms Range
- Radio Tower Project
- Farm Technology Days 2024
- Country Jam
- New Economic Development Policy
- Possible New Business Park
- Chippewa County Housing Authority
- Outside Organizations that Chippewa County Provides Funding to via the Budget Process

Chippewa County Strategic Plan

Adopted by the CB: 01/14/2020

Chippewa County's vision is a thriving and welcoming community that offers an exceptional quality of life for all residents

Our mission is to offer an exceptional quality of life for all who live, work and play in Chippewa County by supporting social and economic opportunities through a transparent, accountable, and fiscally responsible government

CHIPPEWA COUNTY
EST. 1840



WISCONSIN

Effectively communicate information about programs, services, and resources to all residents and county employees

- Utilize technology to develop user friendly communication tools
- Identify residents and employees' preference for information dissemination and customize dissemination options
- Explore and use best practices for communicating information to rural communities
- Conduct face-to-face meetings with residents and county employees to listen to their concerns and clarify expectations

Develop additional sources of revenue and funding to meet emerging needs

- Study strategies for revenue generation from other counties and municipalities
- Enhance networking and educate state and federal officials about emerging needs
- Collaborate with other counties and municipalities to achieve cost savings through shared resources
- Partner with nonprofit organizations and private sector to address community needs

Improve access to mental health and drug treatment options

- Enhance educational outreach and educate community about available mental health service options
- Collaborate with communities and organizations and educate public about eliminating stigma associated with mental health
- Enhance networking and educate state and federal officials about emerging needs of Chippewa County
- Collaborate with service providers to integrate services and address issues from a whole person perspective
- Provide training for law enforcement to learn trauma informed strategies and resources

Maintain and proactively address threats to water quality

- Utilize baseline database from groundwater study and embrace cutting edge technology for monitoring water quality
- Collaborate with and encourage towns to adopt County's comprehensive zoning plan
- Coordinate with neighboring counties, DNR, and communities to develop mechanisms for protecting water quality

Support economic development in rural areas

- Improve and develop infrastructure to support the community and businesses
- Educate communities on economic development opportunities and resources
- Encourage retention of local talent in collaboration with communities
- Identify and promote recreational and tourism opportunities

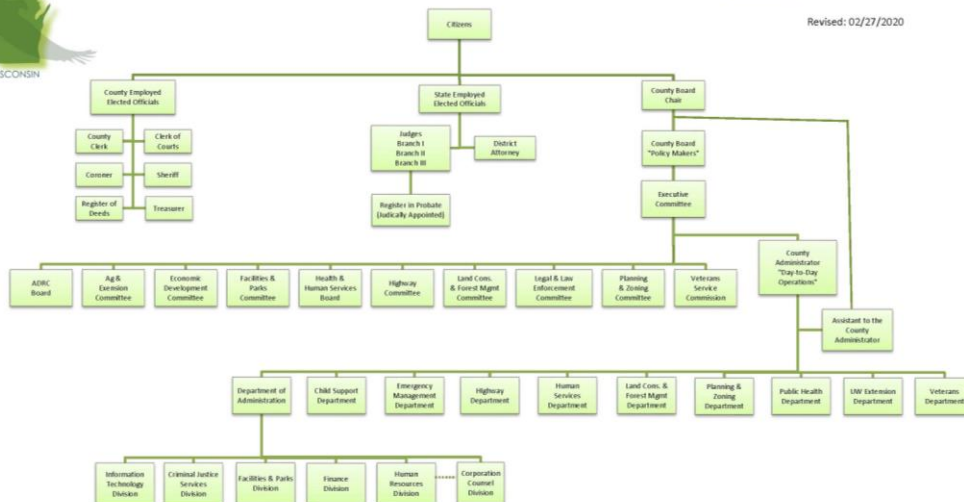
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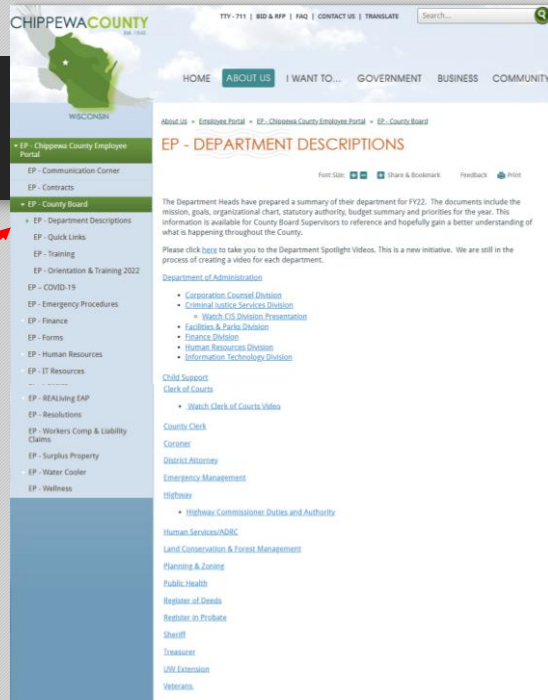
Chippewa County Organizational Structure

— Line of Authority
- - - - - Line of Coordination
Revised: 02/27/2020



Department Descriptions

- The Department Heads have prepared a summary of their department for FY22.
- The documents include the mission, goals, organizational chart, statutory authority, budget summary and priorities for the year.
- This information is available on the employee portal for CB Supervisors to reference and hopefully gain a better understanding of what is happening throughout the County.
- A screen shot of the page on the [employee portal](#) is shown here.
- We encourage you to take a few minutes at your leisure and review the information.



Update on COVID-19 Resolutions, Protocols, etc

- On March 16, 2020, the CB approved Resolution 14-20, "Resolution to Provide County Administrator and County Board Chairman Emergency Administrative Flexibility to Address COVID-19".
 - Resolution 14-20 was adopted to provide the CA and CB Chair the authority to waive adherence to County ordinances and policies when necessary to assist with operational contingencies that may occur as a result of rapidly changing issues related to the COVID-19 pandemic.
 - This emergency authority of the CA and CB Chair shall remain in effect until rescinded by formal action of the CB.
 - Link to March 16, 2020 County Board Special Meeting agenda: http://chippewacountywi.iqm2.com/Citizens/Detail_Meeting.aspx?ID=5998
- On March 16, 2020, a public health emergency was proclaimed and the CB Chair exercised emergency powers permitted under WI Stats Secs. 323.11 and 323.14 (4) and under Chapter 59 of the WI Stats to declare the health emergency.
 - On April 21, 2020, the CB approved Resolution 15-20 and ratified the Public Health Emergency Proclamation.
 - Here is a link to the CB minutes from April 12, 2020 where you will find the Proclamation that was signed on March 16, 2020 and the Resolution to Ratify the Public Health Emergency Proclamation: http://chippewacountywi.iqm2.com/Citizens/Detail_Meeting.aspx?ID=5723

County Administrator 2022 Performance Goals

Established Annually by the Executive Committee

- **COVID-19 Emergency Declaration** – Review, analyze and revise (if needed) policies, procedures and ordinances to implement after the Emergency Declaration is rescinded.
- **Economic Development** – Continue to review, analyze and implement the Business Park Feasibility Study that was adopted by the County Board in March 2020.
- **Budget:**
 - Review and analyze out of home placements to ensure sustainability of DHS operations.
 - Continue to review and analyze long-range plan for sustainability of Highway operations.
 - Continue to review, analyze and implement employee benefits that are both cost effective and support recruitment and retention efforts of the County.
- **COVID Stimulus Allocations** – Review and analyze information as it becomes available to maximize the resources available and meets the requirements.
- **County Board Orientation** – With the expansion of the County Board and some members not running, there will be a minimum of nine new members. Work with Wisconsin Counties Association and the County Clerk to put a comprehensive orientation together.

National Opioid Litigation

- On 11/17/2017 the CB approved Res. 54-17 to enter into an engagement agreement with law firms to pursue litigation as a plaintiff against certain manufacturers, distributors, and retailers of opioid pharmaceuticals in an effort to hold them financially responsible for the County's expenditure of money and resources to combat the opioid epidemic.
 - 70 of the 72 Wisconsin Counties are involved with this.
 - All WI cases were coordinated with thousands of other lawsuits and filed in the Northern District of Ohio.
- On 12/14/2021 the CB approved Res. 54-21 to enter into settlement agreements with McKesson, Cardinal Health & AmerisourceBergen ("Distributors"), and manufacturer Janssen Pharmaceuticals, Inc. and its parent company Johnson & Johnson (collectively, "J&J").
 - It is estimated that Chippewa County will receive approximately \$1.96 million over an 18 year period of time from the distributor settlement and over a 9 year period of time for the J&J settlement.
 - WI is the only state that had legislation in place to determine how settlement proceeds would be allotted. As a result of the passage of that legislation in the summer of 2021, counties will receive 70% of the funds and the state will receive 30%.
 - Funds must be deposited into a separate account and only used for opioid abatement.
 - The county has not received any funds yet. It is anticipated that the funds will be flowing soon, potentially as early as April of 2022.
- Cases are still pending with opioid manufacturers, distributors and retailers.
- The settlements against the distributors and J&J noted above are the cases that have been resolved to date in which Chippewa County was a plaintiff.

Public Firearms Range

- The Chippewa County Public Firearms Range is located approximately 7 miles Northwest of Chippewa Falls and is managed by the Facilities & Parks Division.
 - Policy oversight is provided by the Facilities & Parks Committee.
- On June 9, 2021 the Public Firearms Range was closed to the public until further notice for all firearm usage due to a report of bullet holes in a pole shed of a neighboring property.
 - The classroom remains open for non-firearm usage, such as Hunter Safety classes.
- On September 22, 2021 the Facilities & Parks Committee elected to extend the closure of the range to the general public until further notice and directed that the gate at the Range be locked. All Chippewa County Law Enforcement entities must now check out a range gate key prior to using the range. Also the range use is limited to static shooting only.
- Since that time the County has hired two separate outside consultants to conduct a range evaluation and assessment.
 - MT2 Firing Range Services – The 1st range assessment was conducted on August 24, 2021. The report was reviewed with the Facilities & Parks Committee on October 20, 2021 and the County Board on October 12, 2021.
 - Patriot Outdoors – The 2nd range assessment was conducted on February 7, 2022. The report will be reviewed with the County Board during a special meeting on May 17, 2022.

Radio Tower Project

Public Safety Radio Communications Upgrade

- Project upgraded existing radio communications system for law enforcement, fire and EMS across the county (28 agencies) so it is digital capable as required by the FCC.
 - Main transmit site is at a county-owned tower in the Town of Eagle Point.
 - Project includes 10 sites (Cornell, Dairyland-Wheaton, Lake Hallie, New Auburn, Bloomer, Eagle Point, Stanley-Boyd, Cadott, Flambeau Ridge and Courthouse).
 - Original project budget estimated at \$6.3 million – Revised budget estimate is \$5,145,887 with current estimated costs of approximately \$4.2 million.
 - Revised funding allocated = \$1.3 million of sales tax, \$2.2 million of year end closing funds and \$1,645,887 of bonding.
- In 2018 the CB approved Resolution 48-18 and awarded bonds of \$6,000,000 for capital projects. ([view CB agenda](#))
 - Originally \$4,000,000 was allocated for the Radio Tower Project and \$2,000,000 for Highway roads and bridges.
 - In fall 2019 we discovered that bond funds over \$5,000,000 must be spent within 2 years of receipt of funds.
 - The Radio Tower Project was delayed and at that time had only spent \$1,645,887 of bond funds.
- On 11/10/2020 the CB approved Resolution 39-20 to transfer bond funds from the Radio Tower Project to the Highway Department and then transfer the same amount of sales tax funds out of the Highway Department back to the sales tax account. ([view CB agenda](#))
- Chippewa County is in the final stage of the project.

Farm Technology Days 2024

- Resolution 52-21 was approved by the County Board in December 2021 to host Farm Technology Days in 2024.
- Last held in Chippewa County in 2004.
- 3 day show (Tues, Wed, Thurs) with approximately 20,000-30,000 in attendance.
- Need approximately 120 acres for event (60 for tent city and 60 for parking).
- Chippewa County needs to provide \$20,000 seed money.
 - County gets seed money back after the event and usually receive additional left-over funds as well.
- Departments such as Highway and Sheriff's Department will incur expenses – those expenses will be reimbursed by Farm Technology Days, Inc. after the event concludes.
- Charlie Walker, CCEDC Director, has agreed to coordinate the event for Chippewa County.
 - CCEDC also providing part-time administrative support for the event.
 - CCEDC recruited volunteers for the Farm Tech Days Committee. Initial kick off meeting was held in March.
 - Each member of the Farm Tech Committee will also chair a sub-committee.
 - CCEDC will coordinate with the Farm Tech Committee to determine the host farm and date of event for 2024.

Country Jam

- Country Jam music festival is looking to move to Chippewa County in 2023.
 - Purchased 160 acres in Chippewa County/Town of Wheaton (corner of Hwy T and 20th Street)
- Country Jam representatives had an initial meeting with County staff in early January 2022.
- Country Jam is held in July on the same weekend as Rock Fest in Cadott.
 - Capacity of law enforcement to manage both events at the same time is a concern.
- Country Jam will need to comply with our large assembly permit ordinance requirements.
 - Same process used for Country Fest and Rock Fest.
- Additional meetings are needed to work through the logistics:
 - Zoning ordinance modifications
 - Existing cooperative agreement with City of Eau Claire and Town of Wheaton
 - Traffic control and future expansion of CTH T to four lanes

New Economic Development Policy

- A new policy was adopted by the County Board on March 8, 2022.
- Resolution 11-22 was also approved by the County Board on March 8, 2022.
 - Resolution repealed existing resolutions and policies adopted by the County Board.
- Goal is to have information in one central location that covers the sale of Economic Development Land and related incentives, Revolving Loan Fund Loans, and Small Business Disaster Relief Loans.
- Any questions or inquiries regarding economic development should be referred to the County Administrator and/or CCEDC Director.

Potential New Business Park

- The LWBP is a 200 acre shovel-ready site. There are a limited number of lots available in the current LWBP.
- On October 09, 2018 the CB approve Res. 62-18 to authorize the CA to hire a consultant to assist the Economic Development Committee (EDC) with developing a feasibility study/strategic plan for the possibility of developing the next business park.
 - The 2018 County Budget allocated \$90,000 from non-lapsing funds to be used for strategic planning.
- On March 12, 2019 the CB approved Res. 09-19 to authorize the CA as the authorized representative for all aspects of the EDA grant application and grant award to help fund a feasibility study or strategic plan.
 - The WCWRPC assisted Chippewa County with obtaining an EDA grant in the amount of \$25,000.
- On July 31, 2019 the EDC awarded the consultant contract to Janet Ady, President and CEO of Ady Advantage.
- On October 8, 2019, the CB approved Res. 40-19 and appointed members for the Ad Hoc Feasibility Study Committee to work with Ady Advantage throughout the process of the feasibility study.
- On February 11, 2020 the CB approved Res. 06-20 to approve the Phase 1 results of consultant Ady Advantage's feasibility study on the development of a new business park.
- On March 10, 2020 Ady Advantage presented to the CB Phase 2 of the Business Park Feasibility Study.
- The ED Workgroup, CCEDC Director, and EDC continue to research and implement the Phase 2 recommendations.

Chippewa County Housing Authority

- On October 12, 1971, the CB approved Resolution 88-71 declaring the need for a housing authority and established the Chippewa County Housing Authority.
 - The County Administrator appoints 1 CB Supervisor to serve on the Housing Authority Commission.
- Housing Authority is an independent quasi-governmental agency and staff are employees of the Housing Authority & not the County.
 - Chippewa County does provide some services and benefits to the Housing Authority per an MOU.
- Housing Authority provides a variety of housing resources and services for low and moderate income households in Chippewa County.
 - All programs are income based – Income limits vary by program
 - Revolving Loan balance = \$3,057,177
- In 2012 the CB approved Resolution 09-12 to become a member of the West Central Regional Housing Consortium and for us to be the lead county. The Chippewa County Housing Authority serves as the CDBG Program Administrator for the grant funds awarded to the West Central Housing Region as well as Chippewa County's CDBG revolving loan funds.
 - Consortium includes: Barron, Buffalo, Chippewa, Clark, Dunn, Eau Claire, Pepin, Pierce, Polk and St. Croix Counties
 - Revolving Loan balance = \$7,495,590

Funding for Outside Agencies

- Chippewa County Provides Funding to the Following Organizations via the Budget Process
 - Chippewa County Economic Development Corporation (CCEDC)
 - Chippewa County Tourism Council
 - Chippewa Valley Innovation Center (CVIC)
 - Chippewa Valley Regional Airport
 - ITBEC
 - Northern WI State Fair
 - West Cap
 - West Central WI Regional Planning
 - Wisconsin Counties Association (WCA)
- The following slides will provide a brief overview

Chippewa County Economic Development Corporation (CCEDC)

- The CCEDC is a full-time professionally staffed economic development organization that helps to attract, retain, and expand business in Chippewa County.
- Charlie Walker, CCEDC Director
 - Charlie provides reports regularly to the Economic Development Committee.
 - Charlie is also a member of the Economic Development Workgroup along with the County Administrator, Finance Director, Corporation Counsel, Planning & Zoning Director, Economic Development Committee Chair and the City of Chippewa Falls Planner. The workgroup meets twice a month.
 - Charlie will provide a more in depth report on economic development at the CB meeting on Thursday.
- Chippewa County allocated \$195,000 for 2022 via the budget process.
 - Contract identifies specific deliverables.
 - CCEDC is also assisting Chippewa County with coordinating Farm Tech Days that will be held in 2024.
- CCEDC Board of Directors
 - The CB Chair appoints one CB Supervisor to be a member of the CCEDC Board of Directors. This is usually the Economic Development Committee Chair.

Chippewa County Tourism Council

- The Chippewa Falls Chamber of Commerce – Tourism Division contracts with the City of Chippewa Falls, Village of Lake Hallie and Chippewa County to coordinate sales and marketing efforts throughout Chippewa County
 - Chippewa County allocated \$32,270 for 2022 via the budget process
 - Jackie Boos, Tourism Director
 - Jackie provides periodic updates to the Economic Development Committee
 - Official website: <https://gochippewacounty.com>
- Tourism Council
 - CB Chair appoints 1 CB Supervisor to serve on the council

Chippewa Valley Innovation Center (CVIC)

- The CVIC is a non-profit agency organized for business incubation purposes serving the counties of Eau Claire and Chippewa.
- CVIC serves the needs of entrepreneurs starting a new venture as well as early stage companies facing struggles in today's economic situation.
- Chippewa County allocated \$10,000 for 2022 via the annual budget process.
- CVIC Board of Directors
 - The CVIC Board provides oversight for the innovation facility and businesses locating in them.
 - CB Chair appoints one CB Supervisor to the 10 member CVIC Board.
- CVIC Loan Pool Committee
 - Participation in the CVIC Loan Fund Agreement was approved via Resolution 18-19.
 - Provides direct loans to early stage innovation-based businesses that have traditionally had difficulty accessing debt financing for eligible activities.
 - City of Eau Claire, Eau Claire Area Economic Development Corporation, Eau Claire County, Chippewa County, CCEDC, and CVIC Board are the current parties to the loan pool agreement.
 - CB Chair appoints one citizen member (with banking experience) to the CVIC Loan Pool Committee.

Chippewa Valley Regional Airport

- Currently the largest airport in Northern Wisconsin – Provides air travel for counties across Northwestern WI and Eastern MN.
- Currently looking for new air service carrier to replace SkyWest Airlines which filed a US DOT notice to end air service.
 - SkyWest Airlines will continue to serve until a new carrier is selected.
- Since January 1991 the Chippewa Valley Regional Airport has been governed by an airport commission.
 - Commission is 7 members with 2 year staggered terms.
 - Eau Claire County Board Chair appoints 1 County Board Supervisor and 3 citizens members.
 - Chippewa County Board Chair appoints 1 County Board Supervisor and 2 citizen members.
- Since January 1999 the airport has been jointly operated by Eau Claire and Chippewa Counties pursuant to an Ownership and Operation Agreement.
 - Currently in the fifth 5-year agreement between Eau Claire County and Chippewa County.
 - Current agreement is ratified for the term of 01/01/2019 – 12/31/2023.
 - Chippewa County contribution amount for 2022 is \$131,574 and 2023 is \$132,890 (sales tax funds).
 - Chippewa County funds can only be used for debt service and capital projects.
- Charity Zich, Airport Director
 - Oversees daily operations of the airport, carrying out policies and procedures of the airport commission.
 - Charity provides periodic updates to the Chippewa County Economic Development Committee.
 - All Chippewa Valley Regional Airport employees are employed by Eau Claire County.

Northern WI State Fair

- Chippewa County allocated \$54,000 + in kind services for 2022 via the annual budget process.
 - County funds assist with facility maintenance, utilities, grounds, staffing, and expenses related to the services rendered by the NWSFA.
 - Also the Extension Department provides, on average, in-kind contribution of \$29,000 each year through professional personnel services in support of the NW State Fair.
- Rusty Volk, Director
- The NWSF provides buildings, facilities and grounds for current Chippewa County department or affiliated organization sponsored programs and services:
 - Chippewa County Junior Fair
 - 4-H Youth Programs
 - District One Holstein Show
 - Chippewa County Clean Sweep
 - Chippewa County Tree Conservation Program
 - Sheriff's Department and Jail for services and trainings

Northwest ITBEC

(International Trade, Business & Economic Development Council)

- Northwest ITBEC is a Wisconsin Counties Association sponsored association that provides participating counties within the region a mechanism to identify and formulate regional goals and strategies leading to improvements in tourism, economic development and exporting.
 - The following counties are eligible members in the NW ITBEC: Ashland, Barron, Bayfield, Burnett, Chippewa, Douglas, Iron, Polk, Price, Rusk, Sawyer, Taylor and Washburn.
- Chippewa County allocated \$3,000 for 2022 via the annual budget process.
- The CB Chair appoints one CB Supervisor as a member of the ITBEC Board.

Wisconsin Counties Association (WCA)

- WCA is an association of county governments assembled for the purpose of serving and representing counties.
- Some services they provide include:
 - Legislative and technical assistance
 - Training and educational programs
 - Policy analysis
 - Legal assistance
 - Networking and engagement
 - Information and knowledge collection and distribution
 - Subscription to Wisconsin Counties magazine, WisPolitics.com, The Wheeler Report, Wisconsin Eye, WCA eNews
 - Great website with a lot of resources <https://www.wicounties.org>
 - Organize the WCA Conference every fall – great training opportunity for County Board Supervisors
- WCA will be here to present some training at the County Board meeting on Thursday.
- Chippewa County 2022 membership is \$8,712



West CAP

- West CAP's mission is to take action against poverty by developing the social and economic assets of low-income families and their communities and by working to create a more just and sustainable society.
 - Serve Barron, Chippewa, Dunn, Pepin, Pierce, Polk & St. Croix Counties
- Some of the services provided include:
 - Energy Assistance * Weatherization * Homeless Intervention * Housing Choice Voucher * Rental Property * Food Access and Resources * Adult Literacy * Adult Education Assistance
- West CAP is a non-profit corporation with a local board of directors.
 - The CB Chair appoints one CB Supervisor to the West CAP board.
- Chippewa County allocated \$4,000 in 2022 via the annual budget process.
 - The funds are budgeted in the County Board budget.
 - The Department of Human Services manages the contract administration.

West Central WI Regional Planning

- Goal is to assist units of government in planning for the physical, social and economic development needs of the region.
 - Counties included in the region: Polk, St. Croix, Barron, Dunn, Chippewa, Eau Claire and Clark
- Some programs they offer include:
 - WCWRPC is the regional administrator of the West Central WI Microenterprise Grant Program.
 - Provides \$5,000 grants to eligible businesses negatively impacted by the COVID-19 pandemic.
 - 26 eligible applicants in Chippewa County requested \$129,634.64 in grant awards.
 - WI Main Street Bounce back Grant Program
 - Provides \$10,000 grants to businesses moving into vacant commercial spaces.
 - Regional Business Fund, Inc.
 - Economic Development Administration (EDA) Revolving Loan Fund
 - Technology Enterprise Fund Program
 - Consolidated Fund – Includes: Revolving Loan Fund, Micro Loan Fund, Façade Loan Fund and Growth Loan Fund
- Governed by a 21 member commission
 - County Board Chair appoints 3 County Board Supervisors
- Chippewa County allocated \$40,102 for 2022 via the annual budget process.
 - If Chippewa County decided to NOT FUND the contribution to West Central WI Regional Planning, we would need to adopt two complimentary resolutions by July 1st.

Questions, Comments, or Concerns





2022 County Board Orientation Finance Division

County Board
Tuesday, April 19, 2022

Overview

- Finance Division Mission Statement
- Finance Responsibilities
- Finance Division Team Members
- 2022 Central Finance Budget Overview
- County Annual Budget Process
- Capital Improvement Program
- Bonding
- American Rescue Plan Act (ARPA) Funding
- BIL/IIJA
- Questions, Comments or Concerns

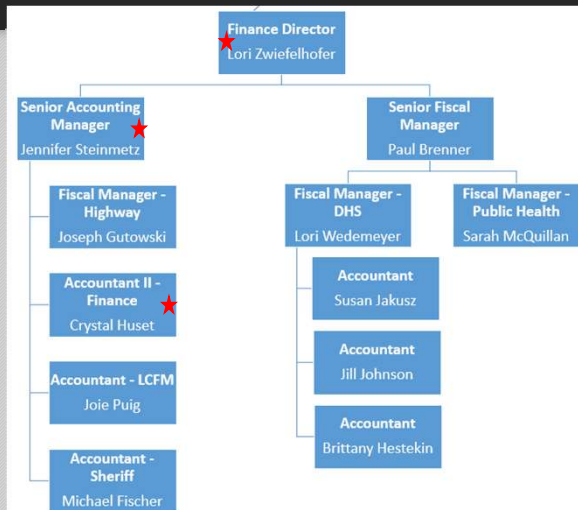
Finance Division Mission Statement

- The mission of the Finance Division of the Chippewa County Department of Administration is to provide efficient and cost effective support to all County departments in establishing and maintaining an effective accounting and financial reporting system in accordance with governmental generally accepted accounting principles and for the benefit of all taxpayers.

Finance Responsibilities

- Performs financial duties for the County, which include:
 - General Accounting
 - Financial Reporting
 - County Budgets
 - Payroll Preparation
 - Tax Reporting and deposits including Affordable Care Act Reporting
 - Wisconsin Retirement System Program and other benefits reconciliations
 - Accounts Payable Preparation and Review
 - Financial Audit Functions
 - Administrative functions for Chippewa County Economic Development Program, including loan applications and reviews.

Finance Division Team Members



There are 3 team members in Central Finance (indicated with a red star) and the rest of the team members are housed in the other dedicated departments but report to the Finance Director.

- 5 team members in Human Services
- 1 team member in Public Health
- 1 team member in Highway
- 1 team member in Land Conservation & Forest Management
- 1 team member in Sheriff's Department

Advantages of having a Centralized Finance approach:

- Transparency, accountability and efficiency
- Education requirements
- Report to a Financial Manager
- Brainstorming with other team members for best financial practices for audit, etc.

2022 Central Finance Budget Overview

Expenses	
Personnel (Salaries, Fringe Benefits, Health Insur)	\$ 320,501
Contracted Services (Audit, Cost Audit, Springbrook)	\$ 75,261
Other (supplies, Cell Phone, Postage, Mileage, etc.)	\$ 32,642
Expenditure Transfer	\$ (19,375)
	\$ 409,029
Less RWC Revenues for Administration	\$ 2,600
Net Tax Levy	\$ 406,429

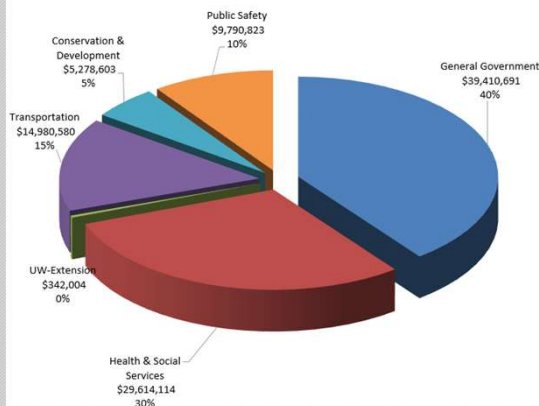
County Annual Budget Process

- Each May, the Finance Director presents the annual budget process to the County Board.
 - This presentation will outline the roles, responsibilities and timelines.
 - The next day the CA emails the budget instructions to DH to start preparing their budgets.
- Each November there will be **two** County Board meetings.
 - The first meeting is always the 1st Thursday of November which is called the Budget Hearing.
 - At this meeting the County Administrator presents the recommended budget, the County Board debates it and then the total balanced budget with revenues, expenses and tax levy is adopted for the next calendar year.
 - The second meeting is held on the following Tuesday (2nd Tuesday of the month).
 - At this meeting the County Board approves the resolution to adopt the Tax Levy which was approved at the Budget Hearing held the previous Thursday.

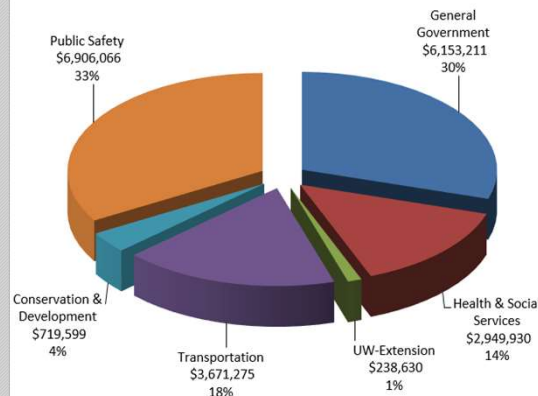
A balanced budget means that revenues (including Tax Levy) equal expenses.

2022 Total Budget & Tax Levy by Functions

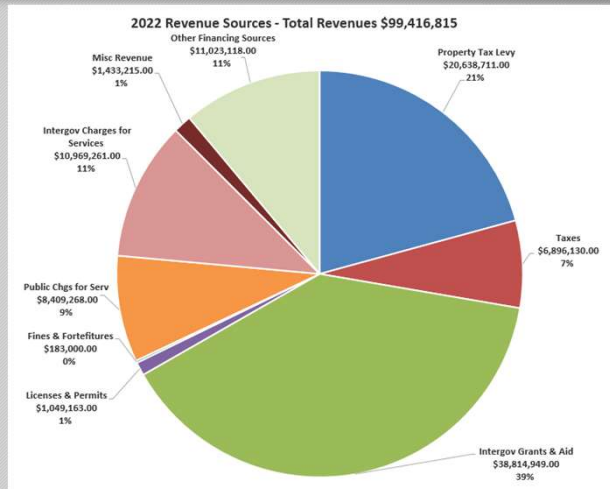
**Total 2022 Budget By Function
\$99,416,815**



**2022 Budget Tax Levy Distribution by Functions
\$20,638,711**

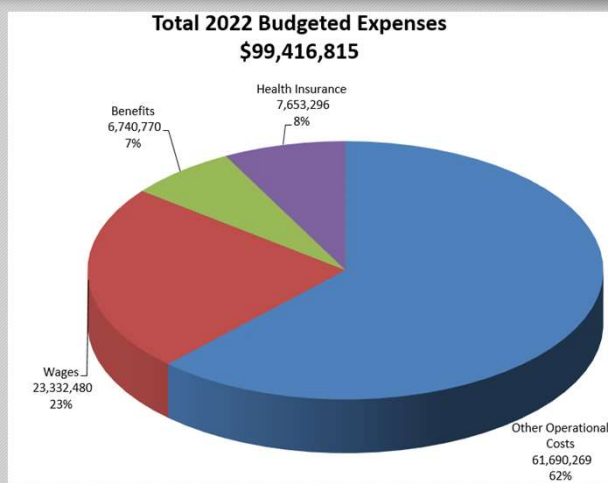


2022 Revenue Sources



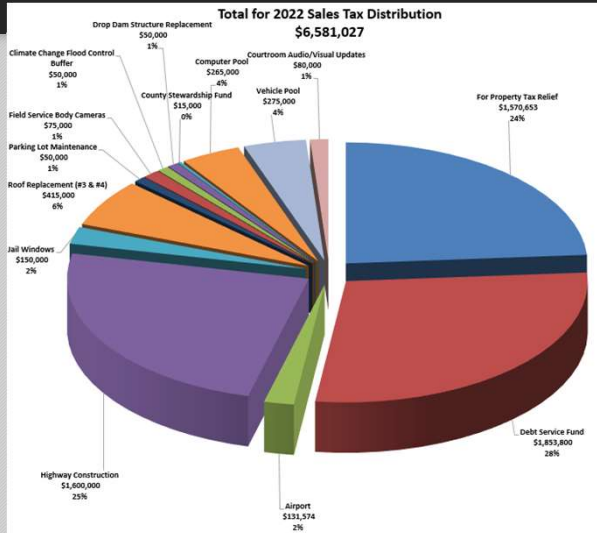
Note that the Total Revenues of \$99,416,815 equals the Total Budget on the 2022 Total Budget slide since we have a balanced budget.

2022 Expenses



Note that the Total Expenses of \$99,416,815 equals the Total Budget on the 2022 Total Budget slide since we have a balanced budget.

2022 Sales Tax Distribution



Sales Tax Facts:

- Sales Tax Ordinance Sec. 2-361
- Property Tax Relief usually increased annually by CPI-U percentage with U.S. Bureau of Labor Statistics each year
- Funds Debt Service Liabilities
- Funds purchase of Capital Assets
- Sales Tax funding earned in one budget year cannot be expended until the subsequent budget year (so what is earned in 2022 can not be used until the 2024 budget year)

2022 Tax Levy & Tax Rate

Levy Limit Review			
Budget Year	Allowable	Approved by County Board	Amount Available
2018	19,241,410	18,728,228	513,182
2019	19,325,692	19,136,194	189,498
2020	19,713,473	19,543,812	169,661
2021	19,956,580	19,953,142	3,438
2022	20,669,806	20,638,711	31,095

Tax Rate Review	
Budget Year	Allowable
2018	\$ 3.69
2019	\$ 3.64
2020	\$ 3.43
2021	\$ 3.26
2022	\$ 3.10

Equalized Valuation Review		
Budget Year	Amount	Change from Previous Year
2018	5,078,001,000	165,340,000
2019	5,251,453,300	173,452,300
2020	5,693,384,000	441,930,700
2021	6,112,557,400	419,173,400
2022	6,662,368,300	549,810,900

Tax Rate Calculation Equation

$$\text{Tax Levy} / (\text{Equalized Value} / 1,000) = \text{Tax Rate}$$

Example for 2022 Budget:

$$20,638,711 / (6,662,668,300 / 1,000) = \$3.10 \text{ Per } \$1,000$$

Capital Improvement Program (CIP)

Capital Improvement Program (CIP) Policy

- Adopted by County Board in June 2012
 - Last Amended in April 2013
- Goal was to give structure and uniformity to the process.
 - Also allows the CB to see the big items needed in the future and allows for prioritization of major projects.
- A 5-year plan is prepared by the CA and presented to the Executive Committee and CB annually.
 - CB only “approves” projects for the next year’s budget cycle. Projects in years 2-5 are placeholders.
 - Each project is approved via a resolution.
 - Having a 5-year plan also helps with maintaining our Aa¹ bond rating.

Capital Project Criteria

- Capital assets or project costs of \$50,000 or more per County Ordinance 2-361(a)(3)b.1-4 (Sales and Use Tax).
- Capital or project assets that have a useful life of more than 3 years or extend the life of existing asset.
- Required by Ordinance 2-361(a)(3), the CIP must be updated during the annual budget process.

Capital Improvement Program (CIP)

- The County Administrator and DOA staff meet regularly and maintain detailed reporting and management protocols for the CIP program
- County Board approved a 5-Year Capital Improvement Program (CIP) for 2020-2022
 - Total sales tax project funding approved for 2020-2022 is \$7,467,300
 - Total borrowing project funding approved for 2020-2022 is \$4,000,000
- Currently in the process of developing the 2023-2027 CIP Plan

2022 Capital Improvement Program

Year	Department	Project	Total Expenditure	Date Committee Reviewed	Fund Balance	Sales Tax	Borrowing	Grants/Other
2022 1st 3 (Res 22-23)	Facilities & Parks	Replacement of 1949 Jail Windows	\$150,000	03/24/21	\$0	\$150,000	\$0	\$0
2022 2nd 3 (Res 22-23)	Facilities & Parks	Roof Replacement (#3 & #4) - Government Center Campus	\$415,000	03/24/21	\$0	\$415,000	\$0	\$0
2022 3rd 3 (Res 22-23)	Facilities & Parks	Parking Lot Maintenance - Government Center Campus	\$50,000	03/24/21	\$0	\$50,000	\$0	\$0
2022 4th 3 (Res 22-23)	Facilities & Parks	Courthouse Paint/Wallcovering - Phase 2 (2nd Floor Hallway, Lower Level Hallway, and Lower Level Breakroom)	\$170,000	03/24/21	\$170,000	\$0	\$0	\$0
2022 5th 3 (Res 22-23)	Facilities & Parks	Dump Truck Replacement	\$120,000	03/24/21	\$120,000	\$0	\$0	\$0
2022 1st 4 (Res 22-23)	Highway	Highways & Bridges	\$7,938,085	02/24/21	\$0	\$1,600,000	\$1,300,000	\$5,038,085
2022 2nd 4 (Res 22-23)	Highway	Machinery Purchases	\$1,025,000	02/24/21	\$1,025,000	\$0	\$0	\$0
2022 3rd 4 (Res 22-23)	Highway	Building Improvements - Buildings & Grounds Projects and Security System Phase 2 (Cameras & Card Readers)	\$250,000	02/24/21	\$175,000	\$0	\$0	\$75,000
2022 4th 4 (Res 22-23)	Highway	Non-Highway Vehicle Fleet	\$275,000	02/24/21	\$0	\$275,000	\$0	\$0
2022 1st 2 (Res 20-21)	Information Technology	Replacement end users devices & data center equipment	\$265,000	03/02/21	\$0	\$265,000	\$0	\$0
2022 2nd 2 (Res 20-21)	Information Technology	Courtroom Audio/Visual Updates	\$80,000	03/02/21	\$0	\$80,000	\$0	\$0
2022 3rd 2 (Res 20-21)	Land Cons & Forest Mgmt	County Groundwater Quality Well Sampling Project Update	\$59,000	03/03/21	\$59,000	\$0	\$0	\$0
2022 4th 2 (Res 20-21)	Land Cons & Forest Mgmt	Climate Change Flood Control Buffer Initiative	\$100,000	03/03/21	\$0	\$50,000	\$0	\$50,000
2022 5th 2 (Res 20-21)	Land Cons & Forest Mgmt	County Forest Dam Drop Structure Replacement	\$50,000	03/03/21	\$0	\$50,000	\$0	\$0
2022 1st 6 (Res 20-21)	Land Cons & Forest Mgmt	County Stewardship Fund	\$100,000	03/03/21	\$85,000	\$15,000	\$0	\$0
2022 2nd 6 (Res 20-21)	Land Cons & Forest Mgmt	County Forest Land Acquisitions	\$300,000	03/03/21	\$150,000	\$0	\$0	\$150,000
2022 3rd 6 (Res 20-21)	Land Cons & Forest Mgmt	Snowmobile Bridge - TBD	\$120,000	03/03/21	\$0	\$0	\$0	\$120,000
2022 4th 6 (Res 20-21)	Sheriff	Field Service Body Cameras	\$75,000	02/15/21	\$0	\$75,000	\$0	\$0
2022 TOTAL	All projects, equipment, etc.		\$11,542,085		\$1,784,000	\$3,025,000	\$1,300,000	\$5,433,085

2023-2027 CIP Budget Timeline

- **December**
 - Guidelines and forms distributed to departments
- **March**
 - Departments submit worksheets to the County Administrator's Assistant to be compiled for review by the Finance Director and County Administrator
- **April**
 - Finance Director reviews and follows up with departments for clarification and/or additional information
- **May**
 - Finance prepares CIP requests for County Administrator review
 - DOA finalize FY23 CIP and Sales Tax resolutions
- **June**
 - County Administrator submits 5-year CIP and FY23 CIP and Sales Tax resolutions to Executive Committee
 - County Board reviews and takes action on recommended plan and supporting resolutions
- **August**
 - Copies of updated CIP budget distributed to departments

Bonding

- Chippewa County currently has a Aa¹ bond rating (second highest possible rating).
 - The higher the rating, the less risky the notes are to the entity borrowing the funds.
 - Having both a 5-year CIP Plan and a general fund balance over 35% allows for a better (lower) interest rate.
 - Chippewa County's general fund balance is 37.1%
- Chippewa County bonds in order to secure funding for CIP projects (considered construction projects) which there is no other funding for.
 - Chippewa County's goal is to bond every two years in order to maintain an annual debt payment of \$1.85 million.
 - Estimated bonding amount between \$3–3.5 million.
- Bond funds typically need to be spent within 3 years of issuance.
- RW Baird serves as Bond Counsel and assists Chippewa County with the bonding process.
 - The initial resolution will come to the Executive Committee and County Board in June 2022 to start the bonding process for the 2023 budget.

2022 & Future Draft Bonding Scenarios

Preliminary

BAIRD

Chippewa County

HYPOTHETICAL ILLUSTRATION

Current Market Rates +0.75%

Current Market Rates +1.25%

Current Market Rates +1.25%

Current Market Rates +1.25%

Example 2022 Borrowing

Example 2024 Borrowing

Example 2026 Borrowing

Example 2028 Borrowing

\$2,500,000

\$2,500,000

\$2,500,000

\$2,500,000

G.O. PROMISSORY NOTES

G.O. PROMISSORY NOTES

G.O. PROMISSORY NOTES

G.O. PROMISSORY NOTES

First Interest 2/1/23

First Interest 2/1/25

First Interest 2/1/27

First Interest 2/1/29

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2022 Bonding Timeline (Tentative)

June 2022							July 2022							August 2022							September 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1						1	2	3	4	5	6			1	2	3				
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
							31																				

Tuesday, June 7, 2022	Executive Committee considers plan of Finance and Initial Resolution.
Tuesday, June 14, 2022	County Board considers Executive Committee recommendation and Initial Resolution.
Monday, July 11, 2022	Request for information sent to the County for the preparation of the Preliminary Official Statement ("POS").
Monday, August 1, 2022	Requested information returned to Baird for the preparation of the POS.
Monday, August 1, 2022	POS numbers due.
Monday, August 8, 2022	Draft POS to Support Banker and Brad Viegut for review. Draft POS sent to Rating Agency for review.
Monday, August 15, 2022	Comments on POS received from Support Banker and Brad Viegut. Draft POS e-mailed to the County and Bond Counsel for review.
Monday, August 22, 2022	Comments on POS received from the County and Bond Counsel.
August 24 or 25, 2022	Conference call scheduled with Rating Agency. (Firm date and time to be determined)
Thursday, September 1, 2022	Due Diligence Call with Baird.
Thursday, September 1, 2022	Rating received from Rating Agency. Final rating report due.
Tuesday, September 6, 2022	Executive Committee reviews draft Award Resolution.
Tuesday, September 6, 2022	POS printed and distributed.
Tuesday, September 13, 2022	Executive Committee considers Award Resolution.
Tuesday, September 13, 2022	County Board considers Award Resolution.
TBD	Closing information- funds wired to the County.

American Rescue Plan Act (ARPA) Funding

The American Rescue Plan Act of 2021 is a \$1.9 trillion Economic Stimulus Package that was signed into law by President Biden on March 11, 2021.

The current estimate for Chippewa County to receive is \$12,559,059.

- We received \$6,279,529.50 on May 19, 2021.
- The second installment is expected in May 2022.

The American Rescue Plan Act (ARPA) has four allowable areas of usage:

"(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

"(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, non-entitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

"(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of local government, or county prior to the emergency; or

"(D) to make necessary investments in water, sewer, or broadband infrastructure.

American Rescue Plan Act (ARPA) Funding

Chippewa County may use the funds to cover eligible costs that our organization incurred during the period that begins March 3, 2021 and ends on December 31, 2024, as long as the award funds for the obligations incurred by December 31, 2024 are expended by December 31, 2026.

ARPA Planning Process to Date	
01/14/2022	Department Heads submitted draft ideas to the County Administrator for initial review
01/27/2022	County Administrator held listening session with municipalities
02/15/2022	County Board brainstorming session
02/24/2022	County Board brainstorming session

American Rescue Plan Act (ARPA) Funding

Next Steps:

05/17/2022	County Administrator presents draft plan to Executive Committee as a report for review
05/24/2022	Special County Board meeting – listening session to receive feedback from the public and to review the draft plan and provide feedback
05/25/2022	County Administrator sends plan to auditing firm for compliance review before finalizing plan
07/05/2022	County Administrator presents the final plan and supporting resolutions to the Executive Committee for recommendation to the County Board
07/12/2022	County Administrator presents the final plan and supporting resolutions to the County Board for approval
07/15/2022	A copy of the ARPA Plan is posted on the employee portal and county website
11/03/2022	Approved 2023 ARPA projects will be included with the 2023 Budget

Bipartisan Infrastructure Law (BIL) or Investment in Infrastructure Jobs Act (IIJA)

Information provided by WisDOT on February 10, 2022

- Approximately \$1.29B for Wisconsin roads and bridges
- Federal FY2022 Project Solicitation
 - 80/20 Construction funding only
 - Applications were due April 1st, design completion by August, construction must start by October 2023
 - Chippewa County submitted three eligible road projects
 - CTH C (STH 40 – CTH F)
 - CTH O (CTH XX – CTH EE)
 - CTH ZZ (STH 178 – STH 124)
- Federal FY2023-2026 Project Solicitation
 - 80/20 Design and construction funding
 - Additional information expected soon

Questions, Comments, or Concerns



County Board Orientation

2022



County Clerk

Statutory Role of County Clerk’s office

By §59.23, the County Clerk’s office is responsible for providing 3 major services:

- Election Administration:
Programming election equipment, preparing ballots, canvassing election results & ensuring the integrity of the election process.
- Legislative Support & Administrative Services:
County Clerk’s office is responsible for the records of the County along with providing administrative support to the County Board. Delivering of oaths of office to county officials along with apportioning taxes are additional responsibilities of the Clerk’s office.
- Licensing:
Marriage licenses, dog licenses and work permits are issued through the County Clerk’s office. Along with being an agent to accept passport applications for the Department of State, the County Clerk’s office also issues the intent to cut timber notices.

Other Duties of County Clerk's Office

- Notary services
- Minutes and Agendas
 - County Board
 - Economic Development
 - Legal and Law
 - Ag & Extension
 - Back-up for other committees
- Paper ordering and delivery
- County wide incoming and outgoing mail
- Room reservations
- Vehicle reservations
- Copying, laminating, folding services
- DNR licensing services
- Check County Drop box
- Plat book, stamps, movie ticket sales
- Free smiles and laughter

County Clerk Department Staff

- Jaclyn J. Sadler – County Clerk, almost 5 years with the department
- Lisa Merrell – Deputy County Clerk (full time), 31 years with the department
- Amanda Richardson – Deputy County Clerk (part time), 11 years with the County, 10 of those years in the County Clerk department



COUNTY BOARD
INFORMATION

Supervisor Per Diems & Payroll

(County Code: Sec. 2-468)

■

Payroll:

monthly after the County Board meeting (see Payroll Calendar)

➤ \$400/month for Chair

➤ \$100/month for 1st Vice-Chair

➤ \$70/month plus any per diems/mileage

■

Per Diem:

\$35.00/meeting (See Per Diem slip)

➤ Must be signed by the committee chair or the County Board Chair

➤ Per Diem slips that are not completed correctly shall be sent back to the committee chair or the County Board Chair to be reviewed and completed before payment is authorized

➤ Individual per diem slips shall be turned in on a monthly basis for reimbursement.

■

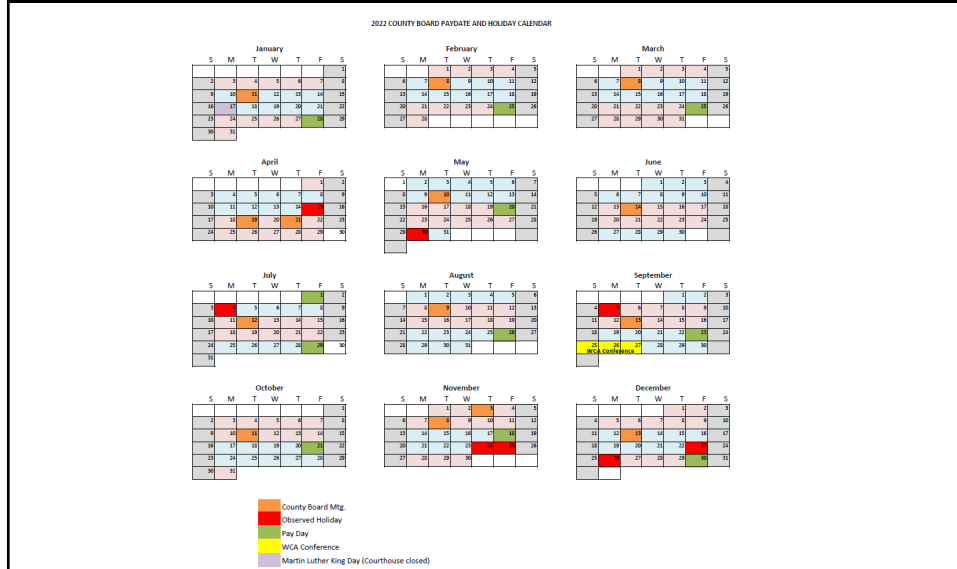
Meals, Mileage, Lodging & Registration Reimbursement:

(see Reimbursement Form)

➤ County Board Chair shall authorize, **prior to**, any meeting outside of any standard committee meetings, a Supervisor may attend as a representative of Chippewa County if reimbursement is anticipated

➤ Reimbursement form must be completed in its entirety, along with an agenda of the meeting attending, including all receipts and turned into the County Clerk's office for reimbursement

County Board Payroll Calendar



Per Diem Slip (contact Clerk's office)

County Board Per Diem Authorization Form

Date of Meeting: _____ Start Time: _____ End Time: _____

Check One: ☐ Regular Meeting ☐ Other

Committee/Meeting Title: _____

Charge To: ☐ County Board ☐ DHS ☐ Highway ☐ ADRC



Members	Present	Absent	Miles

Members	Present	Absent	Miles

Other Committee/Supervisors Present	Miles

Signed: _____ Date: _____
County Board Chair or Committee Chair

Revised: 01/23/2020

Vehicle Reservations

- County fleet vehicles can be reserved through the County Clerk's office

Vehicle mileage reimbursement rates:

- If you need to use your own vehicle due to no fleet vehicles being available: **standard state rate = 0.52¢**
- If there is a fleet vehicle available, but you choose to use your own: **turndown rate = 0.35¢**

NOTE: If you need to be reimbursed for mileage, a Meals, Mileage, Lodging & Registration Reimbursement form needs to be completed and turned in to the County Clerk's office.

Conference Registrations

- The County Board Chair will need to approve any non WCA conference registrations
- All conference registrations and hotel reservations are made through the County Clerk office

Conference Registrations

Save the Dates:

- May 11th – County Officials Workshops
 - Eau Claire – Location TBD
 - Topics include: Roles & Responsibilities, Budgeting, Open Meetings Law, Ethics & Conflicts of Interest, Public Records Law, Running Effective Meetings, State & County Issues Update.
- Virtual Option – Mondays in June
- September 18th– 20th –WCA Annual Conference
 - Kalahari Resort, Wisconsin Dells

Reimbursement Form

(contact Clerk's office)

MEALS, MILEAGE, LODGING & REGISTRATION REIMBURSEMENT FORM – CHIPPEWA COUNTY

NAME _____

DEPARTMENT _____

PURPOSE OF TRIP _____

DATE & TIME LEAVING _____

DATE & TIME RETURNING _____

MILEAGE _____ x \$.52 \$ _____

MILEAGE _____ x \$.35 (Vehicle Turndown rate) \$ _____

REGISTRATION \$ _____

MOTEL \$ _____

MEALS

1 st Day	\$ _____
2 nd Day	\$ _____
3 rd Day	\$ _____
4 th Day	\$ _____
5 th Day	\$ _____

Total Meals \$ _____

TOTAL EXPENSES\$ _____

Charge to Accounts and Detail

_____	\$ _____
_____	\$ _____

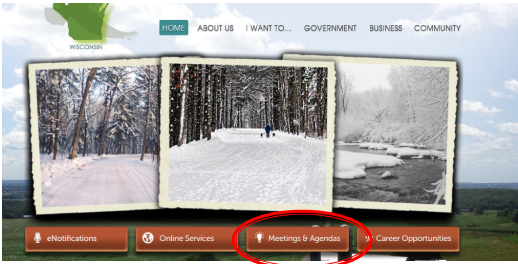
County Board Chair Signature _____

Supervisor Mail

- Mailboxes are located in room 104**
 - You will need to enter through the County Administrator's office
- If you need something printed, there is a desktop computer in Human Resources that you can access and print from.

Meetings & Agendas

- All committee and County Board agendas and minutes can be found on the IQM2 web portal.
 - App on iPad - 
 - County website - www.co.chippewa.wi.us



Meetings & Agendas

The screenshot shows the Chippewa County website's 'Meetings & Agendas' page. A red circle highlights the 'Meeting Group' dropdown menu in the left sidebar, which is currently set to 'County Board'. Another red circle highlights the 'See more...' link at the bottom of the 'Upcoming Meetings' section. The page displays a list of upcoming meetings for April 2018 and a list of past meetings for March, February, and January 2018. The footer indicates the page is 'Powered by Accela - Legislative Management'.

Meetings & Agendas

This screenshot shows the same Chippewa County website page, but with a red circle around the link for the 'Mar 13, 2018 6:00 PM' meeting in the 'Past Meetings' section. The link is 'Agenda Outline | Agenda Packet | Minutes Summary | Minutes Packet'. The browser's address bar shows the URL 'http://chippewa.wisconsin.gov/ChippewaDefault.aspx'. The Windows taskbar at the bottom shows the time as 2:01 PM on 4/19/2022.

Attachment: County Clerk 2022 CB Orientation 04-19-2022 (6935 : County Clerk - Jaclyn Sadler)

2022 County Board meetings

Meetings are held the second Tuesday of the month in Room 302 at 6:00pm

Month	Day
April	19th (Reorganizational Meeting)
April	21st (Orientation)
May	10 th
May	17th (Special Meeting)
May	24th (Special Meeting)
June	14 th
July	12 th
August	9 th
September	13 th
October	11 th
November	3rd (Approval of Budget)
November	8 th (Adoption of Levy)
December	13 th

ELECTION ADMINISTRATION

Election Administration

- Election Calendar of Events
- Election Notices
- Example:
 - Spring Election – April 5, 2022
 - Spring 2022 Election began November 23, 2021
 - Spring 2022 Election “ends” May 5, 2022 (aside from record retention)
 - Partisan Primary – August 9, 2022
 - Partisan Primary begin April 5, 2022
- Filing Deadlines vs. Ballot Delivery
 - August Primary
 - Filing deadline – June 1, 2022
 - Challenge deadline – June 4, 2022 (technically June 6, 2022)
 - Challenge Response deadline – 3 days after the challenge filed; the latest would be June 9, 2022
 - State certifies candidates on June 10, 2022
 - Programming and ballot creation can’t be finalized until June 10, 2022
 - Ballot order sent to Printer on June 10, 2022
 - Deadline for County Clerk to deliver ballots to municipalities is June 22, 2022

Election Administration

- Election Equipment
 - Purchased ClearBallot equipment in 2019
 - ClearCast
 - ClearAccess
 - ClearDesign
 - ClearCount
 - 8 hours of training for staff on programming and ballot creation
 - Trained over 150 Municipal Clerks, Chief Inspectors and Poll Workers
- Programming and Ballot Creation
- Ballot Orders
 - Ballot Styles and Voter turnout
 - April elections versus November elections

Election Administration

- County Clerk Role vs. Municipal Clerk Role
 - Absentee ballots
 - State Voter Registration System
 - Ballot tracking
 - Voter Participation
 - Voter Records (moved, deceased, etc)
 - Election Day
 - Poll Workers
 - Municipal Clerk Training
 - Filing officers

Election Administration

- Public Test
 - Conducted the week before the election
 - County tests 27 of 34 municipalities
 - Open to the public and live streamed on Facebook
 - What is it?
 - Test each ballot combination to verify that the paper ballots match the results tapes from the machines



Election Administration

- Election Security
 - Training of municipal clerks and chief inspectors
 - Table top exercise
 - Election Security Grant from Federal HAVA (Helping America Vote Act) funds
 - IT upgrades
 - Secure Election Room – remodeled in 2021
 - Equipment Storage for Municipalities
 - Signed agreement

Election Administration

- County Board of Canvass
 - Comprised of County Clerk, 1 Republican (Vickie Wheeler) and 1 Democrat (Al Holle) and minute taker (Amanda Richardson)
 - What is the Board of Canvass?
 - Review the results of the election from each polling location
 - Matching the number of ballots issued, the number of signatures/voter participation from poll books and the number of ballots counted by the tabulator

Election Administration

- Post Election Activities
 - Post-Election Audit
 - Random municipalities
 - Hand tally ballots compare to machine results
 - Voter Participation Entry
 - Election Reconciliation
 - WisVote
 - Absentees
 - Voter Participation
 - Ballots tallied

Questions

