CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

MAY 10, 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/X3DI775YzCY

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 5 (Chair)	Present	
Ken Schmitt	Chippewa County	District 3 (Vice-Chair)	Present	
James Flater	Chippewa County	District 1	Present	
Harold Steele	Chippewa County	District 2	Present	
David Bischel	Chippewa County	District 4	Present	
Glen Sikorski	Chippewa County	District 6	Present	
Jason Bergeron	Chippewa County	District 7	Present	
James Ericksen	Chippewa County	District 8	Present	
Matthew Peterson	Chippewa County	District 10	Present	
Roger Calkins	Chippewa County	District 11	Present	
Charles Bomar	Chippewa County	District 12	Present	
Caden Berg	Chippewa County	District 13	Present	
Robert Teuteberg	Chippewa County	District 14	Present	
David Eisenhuth	Chippewa County	District 15	Present	
Ronald McGill	Chippewa County	District 16	Present	
George Rohmeyer	Chippewa County	District 17	Present	
Annette Hunt	Chippewa County	District 18	Present	
Chuck Hull	Chippewa County	District 19	Present	
Dean Mueller	Chippewa County	District 20	Present	
Kari Ives	Chippewa County	District 21	Present	

others present in room 302 Randy Scholz, Lori Zwiefelhofer, Andy Bauer, Larry Ritzinger, Deb Blevins, RIck Starck, Chris Kowalczyk, Traci Bremness, Lisa Merrell, Jaclyn Sadler and Todd Pauls

Joel Seidlitz was present and took the oath of office as the District 9 Supervisor.

4. APPROVAL OF AGENDA

RESULT:	**APPROVED [19 TO 1]**
MOVER:	James Flater, Glen Sikorski
SECONDER:	Harold Steele, Robert Teuteberg
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hull, Mueller, Ives
NAYS:	Hunt

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

John Behling, attorney, spoke on behalf of the Rooney's regarding the Tilden Gun Range.
Justin Andrews, attorney, spoke on behalf of the Rooney's regarding the Tilden Gun Range.
Karen Rooney, relative to the Rooney family, spoke on the Tilden Gun Range.

6. CONSENT AGENDA

RESULT:	**APPROVED [16 TO 4]**
MOVER:	Glen Sikorski, District 6
SECONDER:	Harold Steele, District 2
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Ericksen, Peterson, Calkins, Bomar, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hull, Mueller
NAYS:	Bergeron, Berg, Hunt, Ives

1. Approval of Minutes

   County Board - Reorganizational Meeting - Apr 19, 2022 6:00 PM

   County Board - Special Meeting - Apr 21, 2022 6:00 PM

2. County Board Chair Appointment - District 9 Supervisor

3. County Administrator Appointment - IFLS Board and West Central WI Regional Planning Commission

4. AZO 03 - 22 : Rezone Petition 2022-0002 - Bauer

7. OATH OF OFFICE

1. Oath of Office - District 9 - Jaclyn Sadler
   County Clerk, Jaclyn Sadler, administered the oath of office to Joel Seidlitz for the District 9 seat

8. REPORTS

A. County Administrator Review and Update

B. Department Reports

1. Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori Zwiefelhofer

Finance Director, Lori Zwiefelhofer, provided a financial update to the board. Please see attached report.

2. 2023 Budget Process Review - Lori Zwiefelhofer
Finance Director, Lori Zwiefelhofer, explained the 2023 Budget Process review to the County Board. See attached report.

C. General Reports

1. Chippewa County Firearms Range Report from Patriot Outdoors - Stephen Powell
Stephen Powell from Patriot Outdoors reviewed his report on the Chippewa County Firearms Range.

D. County Board Orientation

1. Open Meetings and Open Records Law Training - Todd Pauls
County Board Chair, Dean Gullickson, moved the orientation to after the business items.

After the business items there was a motion by Supervisor Hunt to postpone item D1 to the June 14th County Board meeting. Second made by Supervisor Bomar. All 21 Supervisors voted yes.

RESULT:	**REVIEWED**	**Next: 7/12/2022 6:00 PM**

9. BUSINESS ITEMS

1. Res. 13 - 22 : Resolution to Designate May 9-13, 2022 as Economic Development Week
Actual vote on Resolution 13-22 was - 21 Yes, 0 No. Supervisor Seidlitz vote not shown in vote box.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Charles Bomar, District 12
SECONDER:	Annette Hunt, District 18
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

2. 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).
Others in attendance for the closed session were Randy Scholz, Todd Pauls, Jackie Sadler, Larry Ritzinger, Deb Blevins, Traci Bremness, Lori Zwiefelhofer, Dave Andrews (MT2) by phone, Stephen Powell (Patriot Outdoors) by phone, Rick Starck, Tim Johnson

Actual vote to enter into closed session was 21 yes. Supervisor Seidlitz's vote not shown in voter box.

Closed session started at 7:36 pm and ended at 9:44 pm.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jason Bergeron, District 7
SECONDER:	Chuck Hull, District 19
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

3. The County Board will Reconvene to Open Session to Continue with the Agenda
   Actual vote to reconvene into open session was 21 yes. Supervisor Seidlitz's vote not shown in voter box.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matthew Peterson, District 10
SECONDER:	Glen Sikorski, District 6
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

10. AGENDA ITEMS FOR FUTURE CONSIDERATION

There were no items for future consideration.

11. ADJOURN

Actual vote was 21 yes. Supervisor Seidlitz's vote not shown in voter box.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 8
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

DRAFT

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

Minutes Acceptance: Minutes of Apr 19, 2022 6:00 PM (Consent Agenda)

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.

Minutes Acceptance: Minutes of Apr 19, 2022 6:00 PM (Consent Agenda)

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.

Minutes Acceptance: Minutes of Apr 19, 2022 6:00 PM (Consent Agenda)

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**

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**

9. AGENDA ITEMS FOR FUTURE CONSIDERATION

10. ADJOURN

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

Minutes Acceptance: Minutes of Apr 19, 2022 6:00 PM (Consent Agenda)

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

Minutes Acceptance: Minutes of Apr 19, 2022 6:00 PM (Consent Agenda)

DRAFT

CHIPPEWA COUNTY

COUNTY BOARD

SPECIAL MEETING

APRIL 21, 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/kvA3dz9qqR0

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 5 (Chair)	Present		
Ken Schmitt	Chippewa County	District 3 (Vice-Chair)	Present		
James Flater	Chippewa County	District 1	Present		
Harold Steele	Chippewa County	District 2	Present		
David Bischel	Chippewa County	District 4	Present		
Glen Sikorski	Chippewa County	District 6	Present		
Jason Bergeron	Chippewa County	District 7	Present		
James Ericksen	Chippewa County	District 8	Present		
Matthew Peterson	Chippewa County	District 10	Present		
Roger Calkins	Chippewa County	District 11	Present		
Charles Bomar	Chippewa County	District 12	Present		
Caden Berg	Chippewa County	District 13	Present		
Robert Teuteberg	Chippewa County	District 14	Present		
David Eisenhuth	Chippewa County	District 15	Present		
Ronald McGill	Chippewa County	District 16	Present		
George Rohmeyer	Chippewa County	District 17	Present		
Annette Hunt	Chippewa County	District 18	Late	7:48 PM	
Chuck Hull	Chippewa County	District 19	Present		6:56 PM
Dean Mueller	Chippewa County	District 20	Present		
Kari Ives	Chippewa County	District 21	Present		

Others present in room 302 - Deb Blevins, Lori Zwiefelhofer, Nicholas Wu, Randy Scholz, Todd Pauls, Charlie Walker, Dean Boes, Sarah Diedrick-Kasdorf and Jaclyn Sadler.

4. APPROVAL OF AGENDA

Minutes Acceptance: Minutes of Apr 21, 2022 6:00 PM (Consent Agenda)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Flater, District 1
SECONDER:	Robert Teuteberg, District 14
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hull, Mueller, Ives
ABSENT:	Hunt

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

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

6. CONSENT AGENDA

Supervisor Hull made a motion to separate the County Board Chair appointments from the County Administrator appointments. Second was made by Supervisor Schmitt.

7 Supervisors voted yes - Flater, Steele, Gullickson, Sikorski, Calkins, Eisenhuth and Mueller
12 Supervisors voted no - Schmitt, Bischel, Bergeron, Ericksen, Peterson, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hull, Ives
1 Supervisor absent - Hunt
Motion failed.

RESULT:	**APPROVED [18 TO 1]**
MOVER:	Ronald McGill, District 16
SECONDER:	James Ericksen, District 8
AYES:	Gullickson, Schmitt, Flater, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hull, Mueller, Ives
NAYS:	Steele
ABSENT:	Hunt

1. County Board Chair Appointments

2. County Administrator Appointments - Randy Scholz

7. COUNTY BOARD ORIENTATION - PHASE TWO

1. Wisconsin Municipal Mutual Insurance Company (WMMIC) - Dean Boes/Deb Blevins
   Deb Blevins, Corporation Counsel Legal Assistant, introduced Dean Boes from Wisconsin Municipal Mutal Insurance Company. Mr. Boes explained what WMMIC is and the relationship with Chippewa County. Ms. Blevins explained the claim process to the board.

RESULT:	**DISCUSSED**

2. Overview of Economic Development - Charlie Walker/Randy Scholz
   Charlie Walker, CEO of Chippewa County Economic Development Corporation gave a presentation of the Chippewa County Economic Development Corporation.

Minutes Acceptance: Minutes of Apr 21, 2022 6:00 PM (Consent Agenda)

RESULT:	**DISCUSSED**

3. WCA Board Roles and Responsibilities - Sarah Diedrick-Kasdorf
   Sarah Diedrick-Kasdorf from Wisconsin Counties Association presented on Board Roles and Responsibilities.

RESULT:	**DISCUSSED**

4. Finance Division - Lori Zwiefelhofer
   Lori Zwiefelhofer, Finance Director, provided an orientation on the Finance Division for the County Board.

RESULT:	**DISCUSSED**

5. County Clerk - Jaclyn Sadler
   County Clerk Jaclyn Sadler provided an orientation on the County Clerk Department and the role of the County Clerk in Election Administration.

RESULT:	**DISCUSSED**

6. Open Meetings and Open Records Law Training - Todd Pauls
   Motion made by Supervisor Bomar to move Open meetings and Open Records Law Training to the May 10, 2022 County Board Meeting. Second made by Supervisor Berg.

   All Supervisors present voted yes. 19 yes, 0 no

RESULT:	**REVIEWED**	**Next: 5/10/2022 6:00 PM**

8. AGENDA ITEMS FOR FUTURE CONSIDERATION

9. ADJOURN

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Annette Hunt, District 18
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Hull

Minutes Acceptance: Minutes of Apr 21, 2022 6:00 PM (Consent Agenda)

STATEMENT OF EXPLANATION
COUNTY BOARD CHAIR APPOINTMENT - DISTRICT 9 SUPERVISOR

County Board Chair Appointment

I, Dean Gullickson, appoint, subject to County Board confirmation, Joel Seidlitz, to the Chippewa County Board of Supervisors for District 9, which consists of the Town of Wheaton and that portion of the Town of Tilden lying south of County Hwy S and west of the City of Chippewa Falls. Joel will fill the seat vacated by Robert Sworski, who resigned April 19, 2022.

In addition, Joel Seidlitz, will be appointed to the committees listed below. The term of office will expire as indicated:

Agriculture & Extension Committee
Joel Seidlitz.....Term expires April 16, 2024

Legal & Law Enforcement Committee
Joel Seidlitz.....Term expires April 16, 2024

Chippewa Valley Correctional Treatment Facility Community Relations Board (HighView)
Joel Seidlitz (replaced James Ericksen) .....Term expires April 16, 2024

Dated this 10th day of May, 2022.

Dean Gullickson
County Board Chair

STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - IFLS BOARD AND WEST CENTRAL WI REGIONAL PLANNING COMMISSION

County Administrator Appointment to Statutory Commissions and Boards

I, Randy B. Scholz, appoint, subject to County Board confirmation, Joel Seidlitz to the boards and commissions listed below. The term of office will expire as indicated.

Inspiring & Facilitating Library Success (IFLS) Board
Joel Seidlitz (fill term vacated by Don Hauser) ..... Term expires December 31, 2023

West Central Wisconsin Regional Planning Commission
Joel Seidlitz (replaced Don Hauser) ..... Term expires April 16, 2024

Dated this 10th day of May, 2022

Randy Scholz
County Administrator

STATEMENT OF EXPLANATION
Amendatory Zoning Ordinance No. 03 - 22

BAUER - TOWN OF EAGLE POINT

Comprehensive zoning consists of written text (commonly referred to as the zoning ordinance) and an official zoning map. The zoning ordinance is a guideline for permitted and conditional uses, which are separated into zoning classifications or districts. The zoning map shows how a town board has designated the particular zoning classifications or districts to parcels of land within their particular jurisdiction. A rezone is where a property owner or other authorized entity seeks to amend the official zoning map, which would allow a use that is currently not permitted on the parcels of land based on the existing zoning classification or district. This is referred to as a zoning map amendment or "rezoning". The requested rezoning change may not be granted if it does not fit with the comprehensive plan and community goals for the respective town and county.

LEGAL DESCRIPTION

Lot 2, Block 1, Hathaways Cornell Lake Subdivision (Parcel Number 23008-0322-62530102) which is located in the NW ¼ of the NW ¼, Section 03, Township 30 North, Range 08 West, Town of Eagle Point. Property address: 16110 190th Ave.

From: Residential 3 **To:** Residential 1

Amendatory Zoning Ordinance No. 03 - 22

BAUER - TOWN OF EAGLE POINT

Zoning Petition No:	2022-0001
Town Board Action:	February 21, 2022 (Approve as Presented)
Planning & Zoning Committee Public Hearing:	February 24, 2022
Recommendation from Planning & Zoning Committee:	*Approval as Presented*

Comments/Conditions: None

The Chippewa County Board of Supervisors does ordain as follows:

That the Zoning maps, dated 1974 and land description listing the boundaries of the eleven zoning districts, and referred to in Chapter 70-61 of the Chippewa County Zoning Ordinance, adopted on February 14, 2006, to be amended as follows:

LEGAL DESCRIPTION

Lot 2, Block 1, Hathaways Cornell Lake Subdivision (Parcel Number 23008-0322-62530102) which is located in the NW ¼ of the NW ¼, Section 03, Township 30 North, Range 08 West, Town of Eagle Point. Property address: 16110 190th Ave.

From: Residential 3 **To:** Residential 1

The new map, now dated May, 2022, and land description are made a part of the Zoning Ordinance. All notations, references and other information shown upon said "zoning map" dated May, 2022 and land description shall be as much a part of this Ordinance as if the matter and things set forth by said map and land description were fully described herein.

This Ordinance shall become effective upon passage.

Dated this **10th** day of **May, 2022**.

RESULT: **APPROVED BY CONSENT VOTE [16 TO 4]**
MOVER: Glen Sikorski, District 6
SECONDER: Harold Steele, District 2
AYES: Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Ericksen, Peterson, Calkins, Bomar, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hull, Mueller
NAYS: Jason Bergeron, Caden Berg, Annette Hunt, Kari Ives

(Publish – Chippewa Herald – March 12 and March 17, 2022)

CHIPPEWA COUNTY PLANNING & ZONING COMMITTEE
NOTICE OF PUBLIC HEARING
STATE OF WISCONSIN

PUBLIC NOTICE is hereby given to all persons in the County of Chippewa, Wisconsin, that a public hearing will be held on **March 24, 2022** beginning at **4:30 PM** at the Chippewa County Courthouse, Room 302, 711 N Bridge Street, Chippewa Falls, Wisconsin relative to the following request:

Rezone Petition: 2022-0002 **Petitioners:** Bryan & Lori Bauer

Lot 2, Block 1, Hathaways Cornell Lake Subdivision (Parcel Number 23008-0322-62530102) which is located in the NW ¼ of the NW ¼, Section 03, Township 30 North, Range 08 West, Town of Eagle Point. Property address: 16110 190th Ave.

From: Residential 3 **To:** Residential 1

Specific information regarding these public hearings can be obtained at the Chippewa County Department of Planning & Zoning. All persons interested are invited to attend these hearings.

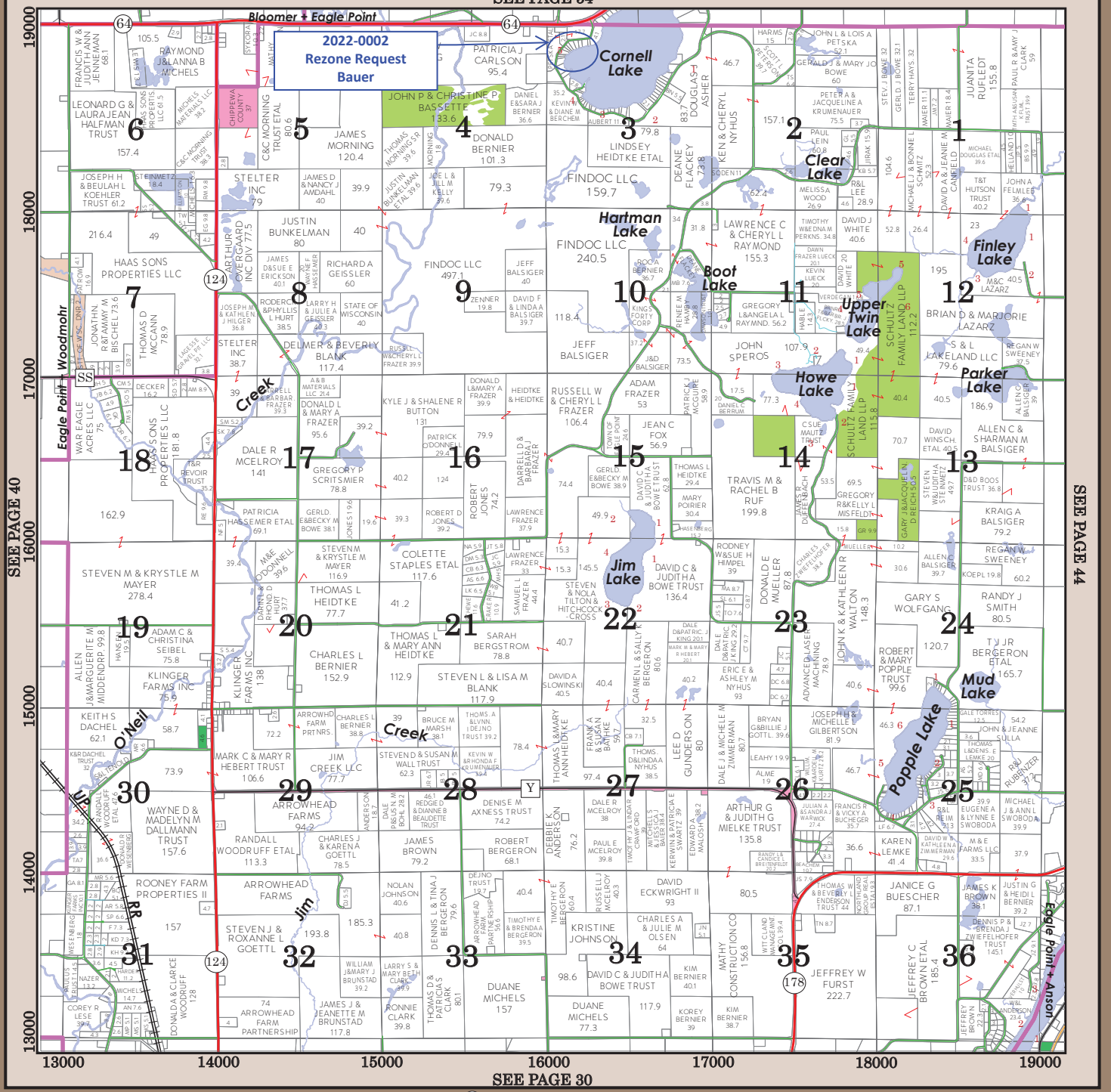
Dated this **9th** day of **March**, 2022

Douglas Clary, Director
Department of Planning & Zoning
Chippewa County

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

EAGLE POINT (C), WOODMOHR (E), BLOOMER (SE) T30N R08W

SEE PAGE 54



SEE PAGE 40

SEE PAGE 44

© 2021 Chippewa County, WI
All acreages are computed & rounded to the closest tenth acre, roadways are excluded from totals. All mapping is for reference only and is not intended, or to be used for any legal purpose.


Photos by Caleb Meyer
Ice Age Trail


Larabee Lake


Mud Creek

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

CHIPPEWA COUNTY
DEPARTMENT OF PLANNING & ZONING

• 711 North Bridge Street, Chippewa Falls, WI 54729 • Phone:715.726.7940 • Fax:715.726.4596 • www.co.chippewa.wi.us •

Land Management | Land Planning | Land Records & G.I.S. | POWTS & Wells

Date: March 9, 2022

To: Property Owner(s)

From: Douglas Clary, Director

Re: Public Meetings & Hearing

Dear Property Owner(s):

The Chippewa County Department of Planning & Zoning has received a rezone petition on parcels of land that are located either adjacent to or in the vicinity of property owned by you. You are receiving this notice because your property has been determined to be within the legal public hearing notification distance per county and state requirements. I have enclosed a map identifying the location of the parcel associated with this rezone petition. If you have any questions regarding this rezone petition, please contact me at (715) 726-7941.

Rezone Petition: 2022-0002 **Petitioners:** Bryan & Lori Bauer
Lot 2, Block 1, Hathaways Cornell Lake Subdivision (Parcel Number 23008-0322-62530102), which is located in the NW ¼ of the NW ¼, Section 03, Township 30 North, Range 08 West, Town of Eagle Point. Property address: 16110 190th Ave.

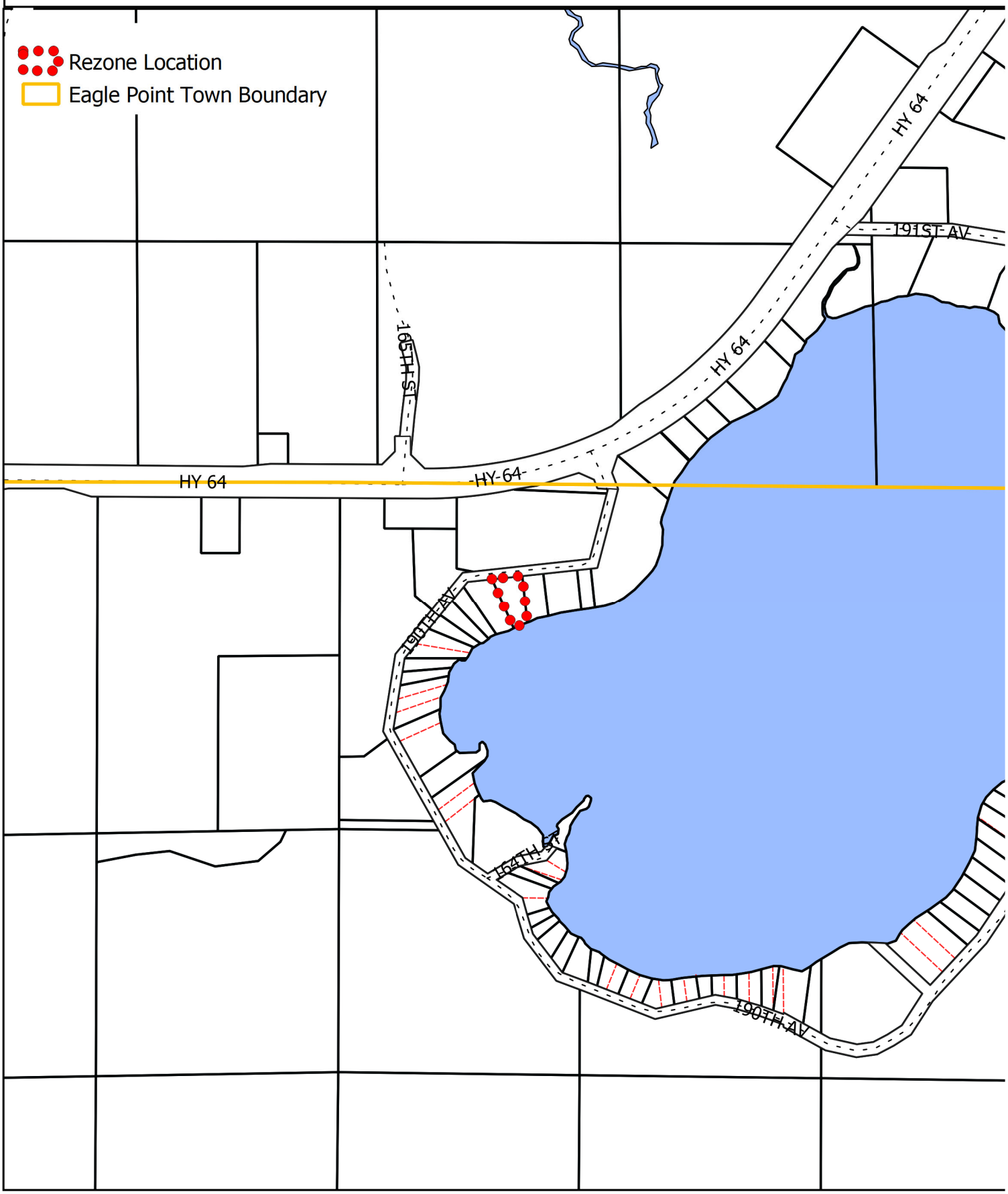
From: Residential 3 **To:** Residential 1

Eagle Point Town Board
The Eagle Point Town Board will **REVIEW** this request on **March 21, 2022** at **7:00 PM,** at the Eagle Point Town Hall, 14802 State Highway 124, Chippewa Falls, Wisconsin 54729. The Town Board will forward an **ADVISORY** recommendation to the Chippewa County Planning & Zoning Committee to approve, disapprove or approve with modification(s) and/or condition(s).

Chippewa County Planning & Zoning Committee
The Chippewa County Planning & Zoning Committee will hold a **PUBLIC HEARING** on **March 24, 2022** at **4:30 PM**. The Committee will make a final determination to approve or disapprove of the rezone petition. The Committee will make a determination on the petition to approve, disapprove or approve with modification(s) and/or conditions. If the Planning & Zoning Committee approves or approves with modification, the petition will be forwarded to the County Board meeting on **May 11, 2022** at **6:00 PM** for their consideration. If the Planning & Zoning Committee disapproves, the petition will fail.

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

2022-0002 Bauer - Rezone Request - Location Map



Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

Produced on March 9, 2022 by the Chippewa County Department of Planning & Zoning and is for reference purposes only.

2022-0002 Bauer - Rezone Request - Aerial (2020)



Produced on March 9, 2022 by the Chippewa County Department of Planning & Zoning and is for reference purposes only.

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

Town of Eagle Point
Chippewa County

March 22, 2022

Doug Clary
Planning & Zoning Administrator
Chippewa County Courthouse
711 North Bridge Street
Chippewa Falls, WI 54729

RE: Bryan & Lori Bauer Rezone Petition 2022-0002

Dear Doug,

This is to confirm that the Eagle Point Town Board met on March 21, 2022 and recommended approval of the Bryan & Lori Bauer Rezone Petition 2022-0002 from R-3 to R-1.

If you have any questions, please contact me.

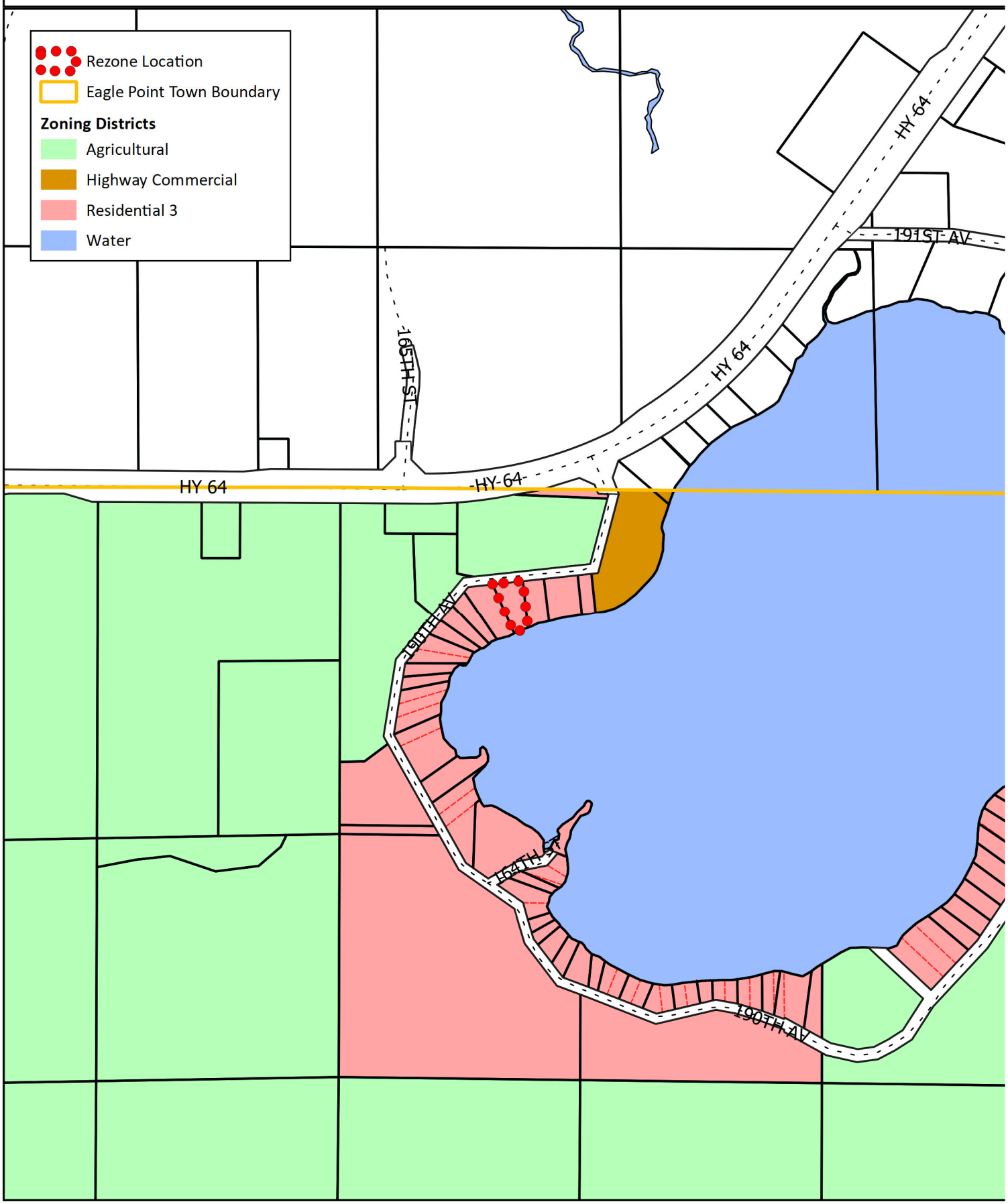
Sincerely,

Dennis A. Ferstenou
Town Chairman

c: Rick Bowe, Planning Commission Chairperson
Town File

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

2022-0002 Bauer - Rezone Request - Zoning Districts



Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

Produced on March 9, 2022 by the Chippewa County Department of Planning & Zoning and is for reference purposes only

RECEIVED
JAN 31 2022

CHIPPEWA COUNTY
DEPARTMENT OF PLANNING & ZONING

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2022 Rezone Application



Comprehensive zoning consists of written text (commonly referred to as the zoning ordinance) and an official zoning map. The zoning ordinance is a guideline for permitted and conditional uses, which are separated into zoning classifications or districts. The zoning map shows how a town board has designated the particular zoning classifications or districts to parcels of land within their particular jurisdiction. A **REZONE** is where a property owner or other authorized entity seeks to amend the official zoning map, which would allow a use that is currently not permitted on the parcels of land based on the existing zoning classification or district. This is referred to as a zoning map amendment or "rezoning". The requested rezoning change may not be granted if it does not fit with the comprehensive plan and community goals for the respective town and county.

SECTION I: Parcel Owner Information			SECTION II: Agent Information		
Name: Bryan and Lori Bauer			Name:		
Mailing Address: 1208 Marilyn Ave			Mailing Address:		
City: Durand	State: WI	Zip: 54736	City:	State:	Zip:
Telephone: 715-495-4610			Telephone:		
Email Address (Required): bauer4@nelson-tel.net			Email Address (Required):		

SECTION III: Parcel Information			
Town of: Eagle Point	Property Address: 16110 190th Ave		
Parcel Number(s): 23008-0322-62530102	City: Bloomer	State: WI	Zip: 54724
Existing Zoning District(s): R3	Proposed Zoning District(s): R1		

GENERAL DIRECTIONS:

1. **Complete** this Application form and the required four (4) parts:
   - ☑ Part 1: General Questions related to the request
   - ☑ Part 2: Planning & Zoning Committee Schedule - 2022
   - ☑ Part 3: General Rezoning Process
   - ☑ Part 4: Applicant Acknowledgement/Signature
2. **Submit** the completed application, all required information and a **$350.00** public hearing fee (Make check payable to: Chippewa County Treasurer) by the deadline (as listed in Part 2) to the Chippewa County Department of Planning & Zoning, Room 009, 711 N. Bridge Street, Chippewa Falls, Wisconsin 54729.
3. **Make arrangements** to attend or have a representative attend any local town plan commission or town board meetings, and the required Planning & Zoning public hearing. This presence is needed so that questions can be answered and concerns addressed.

FOR DEPARTMENT OF PLANNING & ZONING STAFF USE:		
Receipt Number: 19476	Appeal Number: 2022-0002	Public Hearing Date: 3-24-22

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

1. We, Bryan Bauer and Lori Bauer, have the title for this parcel.
2. The parcel number of this property is 23008-0322-62530102
3. This parcel currently contains a 70X14 mobile home that we use as a seasonal cabin.
4. We are hoping to replace the trailer with a year-around home with a garage.
5. The only change to the parcel will be the fact that we will be year-around residents on that parcel with permanent structures replacing the trailer. We will have to update the septic system and dig a new well.

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

Chippewa County – 2022 Rezone Application

Once the completed application is received, the Department will prepare a public hearing notice and publish it within the Chippewa Herald. The public hearing notice will include the location and time of the required public hearing before the Chippewa County Planning & Zoning Committee. In addition, your neighbors, the Town Board and any appropriate county or state agencies will be notified. At the public hearing, any party may appear in person or may be represented by an agent or attorney to present information to the Planning & Zoning Committee in support or opposition of the rezone request.

Part 1: General Questions. Please use a separate 8.5" x 11" sheet to answer these questions.

1. As the applicant, do you have legal title to the parcel(s)? If you **do not** have legal title to the property, please have the property owner sign this application.
2. Identify the parcel(s) that are or will be part of this rezone request. If needed, an additional sheet listing those parcels can be attached.
3. Describe the present and, if known, any proposed improvements on each parcel of land.
4. Explain why you are requesting to rezone of each parcel. Please identify the proposed use of each parcel.
5. Explain the compatibility of your proposed use(s) with the existing use(s) on adjacent parcels and those in the vicinity of this parcel(s).
6. Discuss any additional issues you feel that supports the consistency of your proposed use with County ordinances and plans as well as any Town ordinances or plans.

Be prepared to give a detailed presentation when called upon at the public hearing before the Planning and Zoning Committee. Prepare an outline of your proposal, something similar to a "business plan", detailing for the Planning & Zoning Committee your proposal. Include any documentation you feel is necessary as part of your presentation in defining your proposal for the Committee and possibly the County Board. It is vital to your application to consult with professionals you feel may be able to assist with your application (i.e. surveyor, attorney, engineer, etc.)

Part 2: Planning & Zoning Committee Schedule - 2022

Applications will not be placed on the appropriate agenda unless they are properly completed and include **ALL** required supporting information or documents **and** payment of the public hearing fee. Applicants are encouraged to consult with staff of the Department of Planning & Zoning prior to the filing of the application. This is an important step to insure that all pertinent issues are identified and to determine what information in addition to the application forms might be necessary in order for the department to accept and process your application. Please CIRCLE or HIGHLIGHT the meeting you intend on attending:

Application Deadline: 12:00 Noon	Public Hearing
December 22, 2021	January 20, 2022
January 27, 2022	February 24, 2022
February 24, 2022	March 24, 2022
Due to the County Board Reorganization, the April meeting will not occur.	
April 21, 2022	May 19, 2022
May 26, 2022	June 23, 2022
June 23, 2022	July 21, 2022
July 21, 2022	August 18, 2022
August 25, 2022	September 22, 2022
September 22, 2022	October 20, 2022
October 20, 2022	November 17, 2022
November 17, 2022	December 15, 2022

*Note: Applications and all supporting information are due at **12:00 Noon** on the designated date.*
Note: Typically, the Planning & Zoning Committee meetings start at 4:30 PM on the designated dates above.
Note: Deadlines, public hearing dates and times after April 1st are subject to change due to the County Board Reorganization.

Part 3: General Rezoning Process:

(A) The rezone application is filed with the Department of Planning & Zoning. This includes the legal description of the parcels to be rezoned, a written statement addressing the questions as listed in Part 1 and any other information your feel will aid in a decision on this request.

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

(B) The Town Board will be notified of the rezone application. The Town Board can recommend approval or denial of a rezoning request. If the Town Board denies a rezone request, the Planning & Zoning Committee can only recommend an approval with modification to the rezone request or deny the rezone request.

(C) A Class 2 Public Hearing Notice will be published in the Chippewa Herald detailing the request and the date and time of the Public Hearing.

(D) Property owners of the land and those property owners within 400' (or maybe a greater distance) of the requested rezone change are notified directly by mail as well as the Town Board Chair and Town Clerk. The notice to the property owners will generally contain a portion of the public hearing notice and information pertaining to meetings to be held at the Town level (plan commission, town board, etc) as well as the Public Hearing in front of the Planning & Zoning Committee.

(E) General maps (location map, aerial view and existing zoning districts map) will be prepared for the request by the Department.

(F) A department staff report is prepared and sent to the Planning & Zoning Committee, while comments from the general public are solicited.

(G) Following the Public Hearing, the Planning & Zoning Committee will make a motion to either approve, approve with modification or deny the rezoning request. If the rezone request receives an approval or approval with modification an ordinance amendment will be prepared and placed on the next County Board meeting agenda for their approval.

(H) If the County Board approves the rezone and the town board files an objection to the approval, the town board will then have 45 days to veto the rezone request following the applicable state statutes.

(I) If the rezone request receives County Board approval, the final step is the publication of the amendment in the Chippewa Herald. Once published, the zoning district amendment takes effect. The entire process from application deadline to final publication can take two months or more to complete depending upon the scheduling of hearing dates.

Part 4: Applicant Acknowledgement/Signature

This application must be signed by the property owner or in case of an agreement to purchase the property, a letter from the property owner acknowledging the potential buyer is seeking the rezone.

- I certify that the information I have provided in this application is true, accurate and complete.
- I or a representative will have an opportunity to present to the Planning & Zoning Committee information in favor of this request.
- I have the authority to allow the staff of the Department of Planning & Zoning and Planning & Zoning Committee member's access to the property to conduct necessary inspections related to this request.
- I understand that I cannot speak to any member of the Planning & Zoning Committee about this application, except at the public hearing.
- I understand that I cannot direct any written communication about this application to a member of the Planning & Zoning Committee, unless I also file a copy with the Department of Planning & Zoning and direct additional copies to each person who has registered an interest in this application.
- I also understand that if I or my representative fail to appear in front of the Planning & Zoning Committee during the designated public hearing or my failure to observe the above mentioned rules, my request may be **DENIED**.

Signed: Bryan A Bauer Date: 1-28-22
Owner/Agent

Part 5: Planning & Zoning Department Mailing List

Applicant
Property Owner Owners within 400'
Planning & Zoning Committee Members
Town Board Chair & Clerk
County Board Supervisor
News Media
Others
Wisconsin DNR
US Army Corp of Engineers
Wisconsin DOT

Attachment: 2022-0002 Bauer - Rezone - County Board Binder (03 - 22 : Rezone Petition 2022-0002 - Bauer)

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

Finance Update

January-December 2021 (Pre-Audited)
January-March 2022 (Pre-Audited)

Lori Zwiefelhofer, Finance Director

Executive Committee – May 3, 2022

County Board – May 10, 2022

Definitions

Fund – A fiscal entity that is segregated for the purpose of accounting and budget reporting with a complete set of self balancing accounts to include assets, liabilities, equity/fund balance and revenues and expenditures/expenses

- General – to account for all financial resources used to fund general government operations not accounted for in another fund
- Special Revenue – are used to account for the proceeds of a specific revenue sources that are restricted or committed to specified purposes
- Debt Service – to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest
- Capital Projects – to account for financial resources to be used for the acquisition or construction of major capital facilities or equipment
- Proprietary – the category of funds used to account for ongoing activities similar to those also found in the private sector. Uses the accrual basis of accounting
  - Enterprise – to account for operations that are financed and operated similar to private business with the intention that the cost of providing goods or services to the general public is to be financed or recovered primarily through user charges
  - Internal Service – to account for the cost of providing goods or services by one department or agency to another department or agency on a cost-reimbursement basis
- Fiduciary Funds – funds used to report assets held in a trust agency

Definitions (cont.)

Fund Balance/Net Assets – The difference between assets and liabilities

- If at the end of the year actual revenues exceed actual expenditures fund balance increases – it decreases if actual expenditures exceed actual revenues
- When budgeting fund balance – you are anticipating that expenditures will exceed revenue by the amount budgeted and the budget plan is to reduce the amount of fund balance available
  - Non-spendable fund balance – amounts that are not in spendable form, such as inventory and prepaid expense.
  - Restricted fund balance – amounts that can be spent only for specific purposes by external providers, such as grant or bondholders as well as through legislation
  - Committed fund balance – amounts that are intended for specific purpose, as expressed by the governing body or authorized official
  - Unassigned fund balance – all amounts not contained in other categories

Definitions (cont.)

Lapsing Fund – The difference between revenues and expenditures is closed out to the fund balance and not carried forward to be used for a specific purpose

Non-Lapsing Fund – The difference between revenues and expenditures is carried forward to be used for a specific purpose

Contingency Fund – A line item in the budget that is for unplanned expenditures

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited) Financial Results

2021 Pre-Audited Financial Results

January – December 2021 (Pre-Audited) Financial Results:

General Fund

		Revenue			Expense			Actuals
Dept	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
02	County Board	$ 185,886.00	$ 185,586.00	99.8%	$ 185,886.00	$ 169,374.07	91.1%	$ 16,211.93
03	General County	$ 353,244.00	$ 757,371.65	214.4%	$ 353,244.00	$ 1,752,437.14	496.1%	$ (995,065.49)
04	Department of Administration	$ 7,528,228.82	$ 5,952,048.75	79.1%	$ 7,528,228.82	$ 5,804,603.93	77.1%	$ 147,444.82
05	Insurances	$ 883,400.00	$ 1,048,228.67	118.7%	$ 883,400.00	$ 2,558,772.89	289.7%	$ (1,510,544.22)
06	County Clerk	$ 1,099,620.00	$ 1,153,496.59	104.9%	$ 1,099,620.00	$ 1,133,289.88	103.1%	$ 20,206.71
10	County Treasurer	$ 404,282.00	$ (214,700.27)	-53.1%	$ 404,282.00	$ 394,090.61	97.5%	$ (608,790.88)
11	Register of Deeds	$ 417,280.00	$ 625,178.55	149.8%	$ 417,280.00	$ 466,959.53	111.9%	$ 158,219.02
12	District Attorney	$ 792,766.00	$ 811,142.20	102.3%	$ 792,766.00	$ 765,880.50	96.6%	$ 45,261.70
14	Clerk of Courts	$ 1,505,913.00	$ 1,515,591.73	100.6%	$ 1,505,913.00	$ 1,448,528.11	96.2%	$ 67,063.62
18	Register in Probate	$ 216,849.00	$ 234,132.86	108.0%	$ 216,849.00	$ 213,581.19	98.5%	$ 20,551.67
20	Child Support	$ 840,666.00	$ 847,634.14	100.8%	$ 840,666.00	$ 799,337.15	95.1%	$ 48,296.99
24	Sheriff	$ 12,497,627.34	$ 9,199,912.71	73.6%	$ 12,497,627.34	$ 9,886,744.14	79.1%	$ (686,831.43)
26	Emergency Mgmt	$ 297,822.00	$ 329,401.84	110.6%	$ 297,822.00	$ 287,099.75	96.4%	$ 42,302.09
27	Coroner	$ 162,565.00	$ 168,390.00	103.6%	$ 162,565.00	$ 141,569.78	87.1%	$ 26,820.22
42	Housing Authority	$ 1,150.00	$ 1,150.00	100.0%	$ 1,150.00	$ 769.08	66.9%	$ 380.92
48	UW - Extension	$ 344,573.00	$ 333,367.43	96.7%	$ 344,573.00	$ 293,312.18	85.1%	$ 40,055.25
50/52	Land Conservation & Forest Mgmt	$ 3,544,635.00	$ 2,074,193.07	58.5%	$ 3,544,635.00	$ 1,775,355.57	50.1%	$ 298,837.50
53/54	Planning & Zoning	$ 1,373,589.00	$ 1,387,535.90	101.0%	$ 1,373,589.00	$ 1,152,189.70	83.9%	$ 235,346.20
60	Veterans	$ 226,554.00	$ 226,554.00	100.0%	$ 226,554.00	$ 214,965.02	94.9%	$ 11,588.98
68	Public Health	$ 730,131.00	$ 712,717.61	97.6%	$ 730,131.00	$ 257,845.09	35.3%	$ 454,872.52
100	**General Fund**	**$ 33,406,781.16**	**$ 27,348,933.43**	**81.9%**	**$ 33,406,781.16**	**$ 29,516,705.31**	**88.4%**	**$ (2,167,771.88)**

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited)Financial Summary:

General Fund (cont.)

- **Highlights Include:**
  - **General County**
    - Loss reflects year end transfers
  - **Insurances**
    - Loss reflects transfer of $1,550,000 to the Self-Funded Health Insurance fund (Fund 703) since Chippewa County went to a self-funded health plan effective January 1, 2022
  - **County Treasurer**
    - 2021 Interest income is significantly lower due to low interest rates
    - Annual required evaluation to market caused a unrealized loss since we haven't sold the investments
  - **Sheriff**
    - Used $820,363.89 of non-lapsing balance for the Radio Tower Project

January – December 2021 (Pre-Audited)Financial Summary:

General Fund (cont.)

- If all of the lapsing funds, delinquent taxes and other miscellaneous adjustments would have closed to the unassigned general fund balance, it would have increased the unassigned general fund balance by $1,479,218.68 for an estimated 40.4 % for percentage of unassigned fund balance to General Fund Expenditures.
- In complying with the Fund Balance Policy adopted in March 12, 2019, the total transfers of $428,068.82 occurred as shown below:

General Fund Transfers of Non-Lapsing Accounts:	
County Administrator	$ 34,263.32
Extension Education Programs	4,705.07
SWRM	9,419.20
Building Inspection Fund	100,469.88
Veteran's Relief	4,776.03
Total General Fund Transfers of Non-Lapsing Accounts	**$153,633.50**

Fund Transfers:	
Public Health (204)	$154,228.19
ADRC (205)	78,602.30
Workers Comp (702)	41,604.83
Total Fund Transfers	**$274,435.32**

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited)Financial Summary:

General Fund (cont.)

- With all the transfers with the Fund Balance Policy and closing of lapsing general fund accounts before County Administrator approved transfers, the fund balance would have increased by $1,907,287.50 with an estimated 41.7 % for percentage of unassigned fund balance to General Fund Expenditures.
- Instead the County Administrator is utilizing $1,400,000 of those funds assigned to the following:

County Administrator Approved Year End Funds Transfers:	
Parks Capital Improvement	$ 150,000
Department of Human Services for Operating Shortfall	400,000
Land Development for future Business Park	500,000
Non-Highway Fleet Operations	225,000
General Fund Property & Liability	100,000
Child Support Laserfiche	5,000
County Clerk Election Equipment	20,000
Total County Administrator Approved Year End Funds Transfers	**$1,400,000**

- The net increase to the unassigned fund balance will be $507,287.50 for an estimated 37.6% for percentage of unassigned fund balance to General Fund Expenditures.

January – December 2021 (Pre-Audited) Financial Results:

Special Revenue Funds

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
204	Public Health	$ 1,836,205.00	$ 2,835,008.73	154.4%	$ 1,836,205.00	$ 2,835,008.73	154.4%	$ -
205	ADRC & Aging	$ 1,826,630.00	$ 1,887,414.41	103.3%	$ 1,826,630.00	$ 1,887,414.41	103.3%	$ -
208	Human Services	$ 7,396,619.00	$ 8,496,302.54	114.9%	$ 7,396,619.00	$ 8,474,080.87	114.6%	$ 22,221.67
209	Recovery & Wellness Consortium	$ 15,624,753.00	$ 20,968,085.60	134.2%	$ 15,624,753.00	$ 20,968,085.60	134.2%	$ -
213	Housing CDBG Revolving Loans	$ 1,395,500.00	$ 2,930,092.13	210.0%	$ 1,395,500.00	$ 3,180,385.10	227.9%	$ (250,292.97)
215	Jail Assessment	$ 57,500.00	$ 44,033.42	76.6%	$ 57,500.00	$ 117,881.32	205.0%	$ (73,847.90)
220	Land Records	$ 331,237.00	$ 328,020.50	99.0%	$ 331,237.00	$ 315,431.27	95.2%	$ 12,589.23
226	County Economic Development	$ 4,504.00	$ 271,446.68	6026.8%	$ 4,504.00	$ 34,800.00	772.6%	$ 236,646.68
230	Sales Tax Property Tax Relief	$ 6,804,466.00	$ 7,861,550.23	115.5%	$ 6,804,466.00	$ 6,804,466.00	100.0%	$ 1,057,084.23

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited) Financial Results:

Special Revenue Funds (cont.)

Highlights Include:

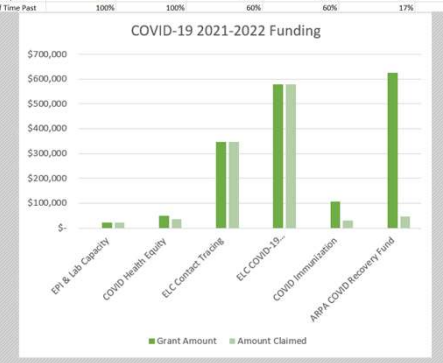
- **Public Health** – Actually had a net gain of $154,228.19 but this was transferred to general fund due to Fund Balance Policy
- **ADRC & Aging** – Actually had a net gain of $78,602.30 but this was transferred to general fund due to Fund Balance Policy
- **Human Services** – Actually had a net loss of $377,778.33 but with a County Administrator transfer of $400,000 to maintain a positive fund balance
- **RWC (Recovery & Wellness Consortium)** – The total working capital from other counties in consortium is maintained at the $1,383,091.56
- **Jail Assessment** – Jail Shower capital project which used fund balance
- **Sales Tax** - Up 24.93% from 2020 Sales Tax Revenues

January – December 2021 (Pre-Audited) Financial Results:

COVID Funding & Sales Tax Review

COVID 2021 Funding
Claims submitted through December 31, 2021

	EPI & Lab Capacity	COVID Health Equity	ELC Contact Tracing	ELC COVID-19 Detection Allocation	COVID Immunization	ARPA COVID Recovery Fund
Grant Period	2/1/20 - 9/30/21	04/01/21-10/31/21	10/1/20 - 10/31/22	10/1/20 - 10/31/22	7/1/21-6/30/24	3/1/21-12/31/24
Grant Amount	$ 21,300	$ 50,000	$ 347,900	$ 579,300	$ 106,500	$ 625,500
Amount Claimed	21,300	36,791	347,900	579,300	29,048	46,443
Amount Remaining	$ -	$ 13,209	$ -	$ -	$ 77,452	$ 579,057
Percentage Spent	100%	74%	100%	100%	27%	7%
Percent of Time Past	100%	100%	60%	60%	17%	22%



2021 Sales Tax Review

Year	2016	2017	2018	2019	2020	2021	Change from Previous Year	(2016-2020) 5 Yr Average
January	320,975.63	354,102.19	364,493.73	364,507.60	412,672.62	397,205.20	-3.7%	363,350.35
February	417,795.31	332,465.19	286,199.33	358,875.60	454,060.14	541,612.30	19.3%	369,879.11
March	345,566.99	397,026.66	533,439.22	500,103.48	420,748.99	722,005.77	71.6%	439,377.07
April	490,711.84	488,626.19	534,863.65	461,263.80	453,068.14	744,469.84	64.3%	485,706.72
May	445,235.34	413,559.61	442,521.41	538,976.41	658,017.81	600,030.33	-8.8%	499,662.12
June	426,464.21	552,063.91	723,863.22	705,994.86	561,287.51	687,048.73	22.4%	593,934.74
Subtotal	**2,446,749.32**	**2,537,843.75**	**2,885,380.56**	**2,929,721.75**	**2,959,855.21**	**3,692,372.17**	24.7%	**2,751,910.12**
July	471,082.07	523,682.52	399,173.73	469,074.82	543,813.92	725,584.05	33.4%	481,365.41
August	451,079.87	440,906.42	568,733.82	632,821.49	641,477.88	690,160.64	7.6%	547,003.90
September	468,619.67	526,900.44	676,879.59	583,429.73	468,174.47	721,266.32	54.1%	544,800.78
October	413,688.87	485,200.30	412,677.84	459,459.89	574,830.83	712,929.94	24.0%	469,171.55
November	330,583.39	335,030.41	452,141.21	541,553.94	532,374.54	527,166.32	-1.0%	438,336.70
December	468,095.13	542,448.02	586,754.26	481,481.78	500,998.70	702,937.65	40.3%	515,955.58
Subtotal	**2,603,149.00**	**2,854,168.11**	**3,096,360.45**	**3,167,821.65**	**3,261,670.34**	**4,080,044.92**	25.1%	**2,996,633.91**
Totals	**5,049,898.32**	**5,392,011.86**	**5,981,741.01**	**6,097,543.40**	**6,221,525.55**	**7,772,417.09**	24.93%	**5,748,544.03**
% change	3.25%	6.77%	10.94%	1.94%	2.03%	24.93%		

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited) Financial Results:

Special Revenue Funds - **American Rescue Plan Act Funds**

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
235	American Rescue Plan Funds	$ -	$ 3,292.16		$ -	$ 1,200.00		$ 2,092.16

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.

In July, the County Administrator presents the final ARPA plan and supporting resolutions to the County Board for approval.

January – December 2021 (Pre-Audited) Financial Results:

Debt Service Funds

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
306	Debt Service-Unfunded Liabilit	$ -	$ 497.81		$ -	$ -		$ 497.81
314	2013 CIP Bonds	$ 455,625.00	$ 455,625.00	100.0%	$ 455,625.00	$ 460,426.73	101.1%	$ (4,801.73)
315	2019 CIP Bonds	$ 1,199,400.00	$ 1,199,400.00	100.0%	$ 1,199,400.00	$ 1,199,400.00	100.0%	$ -
316	2020 CIP Bonds	$ 145,000.00	$ 149,801.73	103.3%	$ 145,000.00	$ 209,491.66	144.5%	$ (59,689.93)

Payment Year	Total Debt Service Principal	Interest	Total	Year-end Outstanding Principal
2021	$ 1,545,000	$ 319,517	$ 1,864,517	$ 8,615,000
2022	$ 1,575,000	$ 278,800	$ 1,853,800	$ 7,040,000
2023	$ 1,325,000	$ 227,900	$ 1,552,900	$ 5,715,000
2024	$ 1,015,000	$ 185,075	$ 1,200,075	$ 4,700,000
2025	$ 1,050,000	$ 146,050	$ 1,196,050	$ 3,650,000
2026	$ 1,090,000	$ 105,575	$ 1,195,575	$ 2,560,000
2027	$ 1,135,000	$ 63,475	$ 1,198,475	$ 1,425,000
2028	$ 1,175,000	$ 22,250	$ 1,197,250	$ 250,000
2029	$ 250,000	$ 1,250	$ 251,250	$ -
Total	$ 10,160,000	$ 1,349,892	$ 11,509,892	

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited) Financial Results:

Capital Project Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/Loss
416	2021 CIP for Bonding	$ -	$ 1,601.00		$ -	$ 1,700,000.00		$ (1,698,399.00)

January – December 2021 (Pre-Audited) Financial Results:

Internal Service Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/Loss
701	Highway	$ 16,024,118.00	$ 16,514,210.16	103.1%	$ 16,024,118.00	$ 14,925,855.97	93.1%	$ 1,588,354.19
702	Self-Funded Worker's Comp Insurance	$ 789,993.00	$ 806,355.59	102.1%	$ 789,993.00	$ 806,355.59	102.1%	$ -
703	Self-Funded Health Insurance	$ -	$ 1,550,039.42		$ -	$ 103,766.20		$ 1,446,273.22
704	Self-Funded Liability Insurance	$ 292,000.00	$ 293,152.37	100.4%	$ 292,000.00	$ 545,212.36	186.7%	$ (252,059.99)
705	Section 125 Payroll Deduction	$ 271,000.00	$ 355,951.34	131.3%	$ 271,000.00	$ 348,829.56	128.7%	$ 7,121.78

Highlights Include:

Workers Comp Insurance – Actually had a net gain of $41,604.83 but this was transferred to general fund due to Fund Balance Policy

Self-Funded Health Insurance – This was established this year and the funds were transferred from the general fund's Employee Health Account. Self-Funded Health Insurance is effective January 1, 2022.

Self-Funded Liability Insurance – We have been having increases in our insurance premiums and claims

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – December 2021 (Pre-Audited) Financial Results:

Enterprise and Trust Agency Funds

Fund	Description	Revenue Budget	Revenue Actual	% Collected	Expense Budget	Expense Actual	% Spent	Actuals Net Gain/Loss
602	Land Development	$ 436,116.00	$ 1,734,800.00	397.8%	$ 436,116.00	$ 459,117.31	105.3%	$ 1,275,682.69
804	Dog License Fund	$ 56,300.00	$ 45,863.85	81.5%	$ 56,300.00	$ 45,965.31	81.6%	$ (101.46)

Dog License Fund – This account had $101.46 over paid to the municipalities for 2021. According to Ordinance 46-9 we are to maintain $1,000 in our fund balance. After discussions with the County Clerk, in 2022, we will take the $101.46 in account with the distributions to the municipalities. Then at the end of 2022, Chippewa County will have the $1,000 fund balance.

January – March 2022 (Pre-Audited) Financial Results

2022 Pre-Audited Financial Results

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – March 2022 (Pre-Audited) Financial Results:

General Fund

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
02	County Board	$ 185,436.00	$ 181,680.00	98.0%	$ 185,436.00	$ 85,793.21	46.3%	$ 95,886.79
03	General County	$ 356,944.00	$ (2,526,837.21)	-707.9%	$ 356,944.00	$ 125,037.20	35.0%	$ (2,651,874.41)
04	Department of Administration	$ 7,604,777.51	$ 5,706,179.52	75.0%	$ 7,604,777.51	$ 1,258,250.20	16.5%	$ 4,447,929.32
05	Insurances	$ 400,400.00	$ 250,571.60	62.6%	$ 400,400.00	$ 51,778.46	12.9%	$ 198,793.14
06	County Clerk	$ 1,222,483.00	$ 1,142,357.82	93.4%	$ 1,222,483.00	$ 1,004,379.15	82.2%	$ 137,978.67
10	County Treasurer	$ 415,145.00	$ (72,983.01)	-17.6%	$ 415,145.00	$ 86,484.77	20.8%	$ (159,467.78)
11	Register of Deeds	$ 426,448.00	$ 12,745.28	3.0%	$ 426,448.00	$ 112,327.62	26.3%	$ (99,582.34)
12	District Attorney	$ 804,701.00	$ 671,331.86	83.4%	$ 804,701.00	$ 159,568.60	19.8%	$ 511,763.26
14	Clerk of Courts	$ 1,503,758.00	$ 890,613.88	59.2%	$ 1,503,758.00	$ 292,624.45	19.5%	$ 597,989.43
18	Register in Probate	$ 223,327.00	$ 192,172.20	86.0%	$ 223,327.00	$ 45,893.16	20.5%	$ 146,279.04
20	Child Support	$ 862,189.00	$ 71,334.91	8.3%	$ 862,189.00	$ 172,126.09	20.0%	$ (100,791.18)
24	Sheriff	$ 11,635,039.25	$ 8,230,441.38	70.7%	$ 11,635,039.25	$ 2,175,104.34	18.7%	$ 6,055,337.04
26	Emergency Mgmt	$ 304,498.00	$ 167,289.00	54.9%	$ 304,498.00	$ 48,993.68	16.1%	$ 118,295.32
27	Coroner	$ 162,680.00	$ 113,515.00	69.8%	$ 162,680.00	$ 30,690.88	18.9%	$ 82,824.12
42	Housing Authority	$ 1,150.00	$ 1,150.00	100.0%	$ 1,150.00	$ -	0.0%	$ 1,150.00
48	UW - Extension	$ 313,741.00	$ 294,243.80	93.8%	$ 313,741.00	$ 31,943.79	10.2%	$ 262,300.01
50/52	Land Conservation & Forest Mgmt	$ 3,461,677.00	$ 947,194.49	27.4%	$ 3,461,677.00	$ 327,215.92	9.5%	$ 619,978.57
53/54	Planning & Zoning	$ 1,135,239.00	$ 540,613.76	47.6%	$ 1,135,239.00	$ 184,858.11	16.3%	$ 355,755.65
60	Veterans	$ 228,280.00	$ 228,280.00	100.0%	$ 228,280.00	$ 45,323.88	19.9%	$ 182,956.12
68	Public Health	$ 740,824.00	$ 672,742.54	90.8%	$ 740,824.00	$ 68,052.31	9.2%	$ 604,690.23
100	**General Fund**	**$ 31,988,736.76**	**$ 17,714,636.82**	**55.4%**	**$ 31,988,736.76**	**$ 6,306,445.82**	**19.7%**	**$ 11,408,191.00**

January – March 2022 (Pre-Audited)Financial Summary:

General Fund (cont.)

- Highlights Include:
  - **General County**
    - State Shared Revenues arrive in 4th Quarter (2022 Budgeted = $2,573,780)
  - **County Clerk**
    - The expenses show 82.2% utilized which is attributed to the annual Libraries allocation (2022 = $902,109)
  - **County Treasurer**
    - Interest rates are still very low. Between CDs and Schwab Market, we are at about 12% compared to the budgeted 25%

Revenues - You will notice that some other departments show revenues at 100% because the tax levy allocation for their department is given at the beginning of the year for the whole year. Other revenues are below the 25% which is usually normal because they have other sources of revenue besides tax levy to fund their departments.

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – March 2022 (Pre-Audited) Financial Results:

Special Revenue Funds

Fund	Description	Revenue Budget	Revenue Actual	% Collected	Expense Budget	Expense Actual	% Spent	Actuals Net Gain/Loss
204	Public Health	$ 1,894,146.00	$ 218,470.48	11.5%	$ 1,894,146.00	$ 540,192.76	28.5%	$ (321,722.28)
205	ADRC & Aging	$ 1,941,971.00	$ 242,454.62	12.5%	$ 1,941,971.00	$ 314,975.28	16.2%	$ (72,520.66)
208	Human Services	$ 7,562,189.00	$ 2,367,164.16	31.3%	$ 7,592,060.00	$ 1,590,409.49	20.9%	$ 776,754.67
209	Recovery & Wellness Consortium	$ 17,245,554.00	$ 3,102,754.84	18.0%	$ 17,215,683.00	$ 2,006,023.06	11.7%	$ 1,096,731.78
213	Housing CDBG Revolving Loans	$ 1,377,450.00	$ 258,891.44	18.8%	$ 1,377,450.00	$ 209,119.21	15.2%	$ 49,772.23
215	Jail Assessment	$ 53,500.00	$ 7,033.51	13.1%	$ 53,500.00	$ 12,725.34	23.8%	$ (5,691.83)
220	Land Records	$ 151,000.00	$ 24,704.00	16.4%	$ 151,000.00	$ -	0.0%	$ 24,704.00
226	County Economic Development	$ 47,462.00	$ 2,175.00	4.6%	$ 47,462.00	$ -	0.0%	$ 2,175.00
230	Sales Tax Property Tax Relief	$ 6,581,027.00	$ 550,806.16	8.4%	$ 6,581,027.00	$ 6,581,027.00	100.0%	$ (6,030,220.84)

January – March 2022 (Pre-Audited) Financial Results:

Special Revenue Funds (cont.)

- Highlights Include:
  - **Recovery Wellness Consortium**
    - Medicaid revenue reported with a 2-3 month delay
  - **Sales Tax**
    - Up 1.96%, revenue reported with a two month delay

RWC Working Capital Pool	
Buffalo	$ 49,073.46
Burnett	9,874.58
Dunn	425,775.00
Pepin	109,957.00
Pierce	313,289.00
Polk	280,453.03
Rusk	41,637.46
Washburn	153,032.03
3/31/2022 Balance	**$ 1,383,091.56**

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – March 2022 (Pre-Audited) Financial Results:

Special Revenue Funds - **American Rescue Plan Act Funds**

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/Loss
235	American Rescue Plan Funds	$ 6,279,529.00	$ 1,649.65		$ 6,279,529.00	$ -		$ 1,649.65

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.

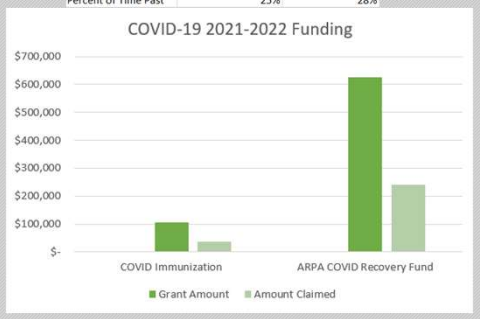
In July, the County Administrator presents the final ARPA plan and supporting resolutions to the County Board for approval.

January – March 2022 (Pre-Audited) Financial Results:

COVID Funding & Sales Tax Review

COVID 2022 Funding
Claims submitted through March 31, 2021

	COVID Immunization	ARPA COVID Recovery Fund
Grant Period	7/1/21-6/30/24	3/1/21-12/31/24
Grant Amount	$ 106,500	$ 625,500
Amount Claimed	36,953	241,345
Amount Remaining	$ 69,547	$ 384,155
Percentage Spent	35%	39%
Percent of Time Past	25%	28%



2022 Sales Tax Review
(Received through March 31,2022)

Year	2017	2018	2019	2020	2021	2022	Change from Previous Year	(2017-2021) 5 Yr Average
January	354,102.19	364,493.73	364,507.60	412,672.62	397,205.20	549,612.29	38.4%	378,596.27
February	332,465.19	286,199.33	358,875.60	454,060.14	541,612.30	541,612.30	0.0%	394,642.51
March	397,026.66	533,439.22	500,103.48	420,748.99	722,005.77	722,005.77	0.0%	514,664.82
April	488,626.19	534,863.65	461,263.80	453,068.14	744,469.84	744,469.84	0.0%	536,458.32
May	413,559.61	442,521.41	538,976.41	658,017.81	600,030.33	600,030.33	0.0%	530,621.11
June	552,063.91	723,863.22	705,994.86	561,287.51	687,048.73	687,048.73	0.0%	646,051.65
Subtotal	**2,537,843.75**	**2,885,380.56**	**2,929,721.75**	**2,959,855.21**	**3,692,372.17**	**3,844,779.26**	**4.1%**	**3,001,034.69**
July	523,682.52	399,173.73	469,074.82	543,813.92	725,584.05	725,584.05	0.0%	532,265.81
August	440,906.42	568,733.82	632,821.49	641,477.88	690,160.64	690,160.64	0.0%	594,820.05
September	526,900.44	676,879.59	583,429.73	468,174.47	721,266.32	721,266.32	0.0%	595,330.11
October	485,200.30	412,677.84	459,459.89	574,830.83	712,929.94	712,929.94	0.0%	529,019.76
November	335,030.41	452,141.21	541,553.94	532,374.54	527,166.32	527,166.32	0.0%	477,653.28
December	542,448.02	586,754.26	481,481.78	500,998.70	702,937.65	702,937.65	0.0%	562,924.08
Subtotal	**2,854,168.11**	**3,096,360.45**	**3,167,821.65**	**3,261,670.34**	**4,080,044.92**	**4,080,044.92**	**0.0%**	**3,292,013.09**
Totals	**5,392,011.86**	**5,981,741.01**	**6,097,543.40**	**6,221,525.55**	**7,772,417.09**	**7,924,824.18**	**2.0%**	**6,293,047.78**
% change		**6.77%**	**10.94%**	**1.94%**	**2.03%**	**24.93%**	**1.96%**	

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – March 2022 (Pre-Audited) Financial Results:

Debt Service Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/Loss
306	Debt Service-Unfunded Liabilit	$ -	$ 225.32		$ -	$ -		$ 225.32
315	2019 CIP Bonds	$ 940,900.00	$ 940,900.00	100.0%	$ 940,900.00	$ 840,200.00	89.3%	$ 100,700.00
316	2020 CIP Bonds	$ 912,900.00	$ 912,900.00	100.0%	$ 912,900.00	$ 887,825.00	97.3%	$ 25,075.00

Payment Year	Total Debt Service Principal	Interest	Total	Year-end Outstanding Principal
2022	$ 1,575,000	$ 278,800	$ 1,853,800	$ 7,040,000
2023	$ 1,325,000	$ 227,900	$ 1,552,900	$ 5,715,000
2024	$ 1,015,000	$ 185,075	$ 1,200,075	$ 4,700,000
2025	$ 1,050,000	$ 146,050	$ 1,196,050	$ 3,650,000
2026	$ 1,090,000	$ 105,575	$ 1,195,575	$ 2,560,000
2027	$ 1,135,000	$ 63,475	$ 1,198,475	$ 1,425,000
2028	$ 1,175,000	$ 22,250	$ 1,197,250	$ 250,000
2029	$ 250,000	$ 1,250	$ 251,250	$ -
Total	$ 8,615,000	$ 1,030,375	$ 9,645,375	

Long-Term Bond Financing Plan

Year	Bonding Amount	Projects
2022	$ 3,000,000	Transportation Projects
2024	$ 3,500,000	Transportation Projects
2026	$ 3,500,000	Transportation Projects
2028	$ 3,500,000	Transportation Projects
2030	$ 3,500,000	Transportation Projects

*This financing plan continues to maintain the $1.8M annual debt payments to not negatively impact our state imposed tax levy limits.

January – March 2022 (Pre-Audited) Financial Results:

Capital Project Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/Loss
416	2021 CIP for Bonding	$ 1,300,000.00	$ 566.30		$ 1,300,000.00	$ -		$ 566.30

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

January – March 2022 (Pre-Audited) Financial Results:

Internal Service Funds

Fund	Description	Revenue Budget	Revenue Actual	% Collected	Expense Budget	Expense Actual	% Spent	Actuals Net Gain/Loss
701	Highway	$ 14,980,580.00	$ 8,055,648.14	53.8%	$ 14,980,580.00	$ 2,654,639.17	17.7%	$ 5,401,008.97
702	Self-Funded Worker's Comp Insurance	$ 809,222.00	$ 166,624.27	20.6%	$ 809,222.00	$ 206,804.43	25.6%	$ (40,180.16)
703	Self-Funded Health Insurance	$ 7,963,926.00	$ 1,822,569.09	22.9%	$ 7,963,926.00	$ 916,201.49	11.5%	$ 906,367.60
704	Self-Funded Liability Insurance	$ 300,000.00	$ 846.69	0.3%	$ 300,000.00	$ 279,203.51	93.1%	$ (278,356.82)
705	Section 125 Payroll Deduction	$ 285,958.00	$ 82,372.46	28.8%	$ 285,958.00	$ 40,371.45	14.1%	$ 42,001.01

- Highlights Include:
  - **Self-Funded Health Insurance**
    - Transitioned to a Self-Funded Health Insurance plan effective January 1st, 2022
  - **Self-funded Liability Insurance**
    - Annual Insurance Allocation charges to departments will be processed in October/November
    - Paid annual WMMIC premium $271,909

January – March 2022 (Pre-Audited) Financial Results:

Enterprise and Trust Agency Funds

Fund	Description	Revenue Budget	Revenue Actual	% Collected	Expense Budget	Expense Actual	% Spent	Actuals Net Gain/Loss
602	Land Development	$ 215,000.00	$ (8,213.14)	-3.8%	$ 215,000.00	$ 14,530.00	6.8%	$ (22,743.14)
804	Dog License Fund	$ 56,300.00	$ 538.65	1.0%	$ 56,300.00	$ -	0.0%	$ 538.65

Highlights include:

- **Land Development Fund** – The negative revenue is actually a refund for an amendment for one of the properties in the Lake Wissota Business Park.

Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

Questions, Comments, or Concerns

January – December 2021 (Pre-Audited) Financial Results & January – March 2022 (Pre-Audited) Financial Results



Attachment: Financial Update 2021 Pre-Audited & 1st Qtr 2022 (6949 : Financial Update - 2021 Pre-Audited and 1st Quarter 2022 - Lori

2023 Budget Process

Lori Zwiefelhofer, Finance Director

Executive Committee – May 3, 2022

County Board – May 10, 2022

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What is the Purpose of a Budget?

- A budget provides a financial plan for the year. It should identify the limits of spending in each budget line, set the levy and identifies approved expenses
  - Embodies the mission, vision and goals of the organization
  - Incorporates the strategic plan of the organization
- A communication device that provides transparency and accountability.
- The budget is the most important policy document the County Board approves
  - A detailed operational guide that provides direction on policy implementation
- Required by Wisconsin State Statutes 65.90
- The County budget is located on the County website under the Finance Division
  - http://www.co.chippewa.wi.us/government/administration/finance-division

Phases of a Budget

3 Phases of a Budget

- Department Head Requested



Account Number	Description	2020 Budget	2020 Actual	2021 Budget	06/30/21 Actual	2021 Est. Actual	2022 Request

- County Administrator Proposed



Account Number	Description	2020 Budget	2020 Actual	2021 Budget	06/30/21 Actual	2021 Est. Actual	2022 Request	2022 Proposed

- County Board Approved



Account Number	Description	2020 Budget	2020 Actual	2021 Budget	06/30/21 Actual	2021 Est. Actual	2022 Request	2022 Approved

The final approved budget document includes both the Department Head Requested and County Board Approved columns as the furthest right columns.

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Definitions

- **Personnel Cost Report (PCR)** – An annual report prepared by HR and Finance that estimates the next year's wages and benefits for current employees. This is the starting point for all department budgets.
- **Equalized Value** – Estimated market value of all taxable residential, commercial, manufacturing and personal property in each taxation district, by class, as of January 1st and certified by the Wisconsin Department of Revenue around August 15th of each year
- **Property Tax Levy** – The total amount to be raised by general property taxes for operating and debt service purposes specified in the County Board Adopted Budget. The revenues fund programs and services for the entire county which have no other revenue source. Property taxes are levied in the current year for subsequent year appropriations
- **Maximum Allowable Levy Limit** –The maximum amount in real and personal property taxes it can levy. How much of this amount the organization actually wants to use, is up to the discretion of the organization. The organization can levy up to or at any level below the maximum levy limit amount

Definitions – continued

- **Debt Levy Exemptions** – Debt service due on G.O. debt authorized on or after July 1, 2005 is exempt from the levy limits
- **Tax Rate or Mill rate** – The tax per dollar of assessed value of property. The rate is expressed in "mills", where one mill is one-tenth of a cent ($.001)
- **Property Taxes** – A tax that an owner is required to pay on the value of the property being taxed. Property tax can be defined as generally, tax imposed by government upon owners of property within their jurisdiction based on the value of such property
- **Net New Construction** – Amount of new construction reduced by any demolition or destruction of buildings which is determined by the Wisconsin Department of Revenue

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Definitions – continued

- **Revenue** – A source of money or funding to help offset the expenses within the budget
  - General Government Revenues – contracts or grant funds mainly from state and/or federal sources
  - Fines and License – funds received as a result of penalties paid by persons having been in violation of state laws and/or county ordinances. Fees received from the sale of county issued license and permits
  - Charge for Services – funds received as payment for services performed by county agencies
  - Interdepartmental Revenues – funds received for payments made or services performed by county agencies for other county agencies
  - Other Revenues – funds received for rents, commissions, and other commercial type income. Also include transfer form other funds and proceeds from borrowing
- **Expense**– Those identified costs for operations, capital projects, debt, or other uses recognized and approved by the governing body

Calculating the Tax Rate

- **Tax Rate** – The tax per dollar of assessed value of property. The rate is expressed in "mills", where one mill is one-tenth of a cent ($.001)

Based on 2022 Adopted Budget

Equalized Value	$	6,662,368,300
Property Tax Levy	$	20,638,711
Tax Rate		$3.10/1,000

Tax Rate = Tax Levy/Equalized Value x $1,000

$$\frac{20,638,711}{6,662,368,300} = .0030978 \times \$1,000 = \$3.10$$

- Taxes on a $100,000 home would be $310.00 if the assessed value is 100% of equalized value with in municipality.

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Calculating the Property Tax Levy

- **Property Tax Levy** – The total amount to be raised by general property taxes for operating and debt service purposes specified in the County Board Adopted Budget. The revenues fund the programs and services for all of the departments that have no other outside revenue source. Property taxes are levied in the current year for subsequent year appropriations.
  - Expenses less Revenues = Tax Levy

Expenses	$99,416,815
Revenues	$78,778,104
Tax Levy	$20,638,711

  - Budgeted expenses and revenues are best estimates available

Comparison of Property Tax Rate (per $1,000 of Value)

Levied in 2020, Payable in 2021

10 Lowest Tax Rates	
County	Tax Rate
Ozaukee	1.65
Waukesha	1.82
Oneida	2.28
Washington	2.34
Vilas	2.37
Dane	2.86
Chippewa	**3.26**
St. Croix	3.29
Sawyer	3.32
Racine	3.34

10 Highest Tax Rates	
County	Tax Rate
Richland	8.32
Marquette	8.22
Taylor	8.18
Clark	8.04
Menominee	7.79
Price	7.22
Crawford	7.19
Rusk	7.16
Lafayette	7.13
Kewaunee	7.07

Contiguous Counties	
County	Tax Rate
Barron	4.82
Chippewa	**3.26**
Clark	8.04
Dunn	6.71
Eau Claire	3.96
Rusk	7.16
Taylor	8.18

Information from 2021 County Fact Book published by Forward Analytics

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Budget Roles & Responsibilities
County Administrator & DOA

County Administrator

- Per Ordinance Sec. 2-361, provide a sales tax plan to County Board for approval
- Per Wis. Stats. § 59.18 and Ordinance Sec. 2-220, provide a balanced proposed budget to the County Board for approval
  - CA provides instructions and guidelines to Department Heads on preparing their budgets
  - County budget is based on input from Department Heads and committees

DOA

- Prepare Personnel Cost reports (PCR) to assist Department Heads in preparing their budgets
  - The personnel costs represent almost half of the overall county budget
- In coordination with the County Clerk, publish budget summary in the official newspaper of the County (Chippewa Herald Telegram).

Budget Roles & Responsibilities
Department Heads & Policy Committees

Department Heads

- Develop requested budgets consistent with the strategic plan and budget instructions provided by the County Administrator
- Meet with Policy Committees to review department requested budget
- Submit required information to the County Administrator and Finance Director on or before the due dates identified in the budget instructions

Policy Committees

- Meet with Department Heads that report to the committee to review Department Head requested budget and recommend any changes to ensure they are within established guidelines and program/service priorities
- Review and make recommendations to the department requested budget and forward to the County Administrator

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Budget Roles & Responsibilities
Executive Committee & County Board

Executive Committee

- Serve as policy committee for the Department of Administration, County Clerk, County Treasurer, Register of Deeds, and Veterans Service. Meet with those Department Heads to review and discuss requested department budgets before sending them to the County Administrator to be incorporated in to the overall County budget.
- Review the County Administrator's proposed budget for Chippewa County and make recommendations before it is published and forwarded to the full County Board for consideration

County Board

- Review and approve resolutions allocating sales tax funds
- Review and debate the Chippewa County budget as proposed by the County Administrator
- Provide final comments or changes to the recommended budget before approval
  - All changes must result in a balanced budget
- Approve resolution adopting tax levy

2023 Operating Budget Timeline Overview

May	June	July	August	September	October	November
•Finance Director presents overview of the budget process to the County Board •CA sends budget letter, documents and preliminary personnel cost report to DH •DH submits requests for changes to preliminary personnel cost report to Finance •Non-replacement computer hardware & software requests due to IT & CA •Finance provides DH with Springbrook software training on budget entry	•HR sends final Personnel Cost Report & Fringe Benefit Report to DH •CA presents 5 Year CIP and Sales Tax resolutions to County Board	•DH prepare budgets & present to policy committee for review •Policy committee approved user fee recommendations due to CA	•DH submits requested budgets to Finance Director •CA & Finance Director meet one-on-one with DH to review requested budgets •CA presents to the Executive Committee and County Board, resolutions for new positions, health insurance rates and to secure funding for wage increases	•CA and Finance Director provide preview of preliminary budget to Executive Committee and County Board	•CA presents proposed budget to Executive Committee for review •Budget summary is published in newspaper	•CA presents proposed budget to CB for approval •Public hearing on budget. CB reviews, debates & approves budget •CB approves budget levy resolutions •Final budget is posted on website

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2023 Operating Budget Timeline - May

May

- Finance Director presents an overview of the budget process to the County Board
- County Administrator sends budget letter to Department Heads with guidance on how to prepare their budgets
- DOA sends the Preliminary Personnel Cost Report (PCR) to Department Heads
  - Department Heads submit request to DOA for any changes to the Preliminary PCR
- Non-replacement computer hardware requests and software application requests to IT and County Administrator
- Springbrook software training for budget entry

2023 Operating Budget Timeline – June & July

June

- DOA sends out Final Personnel Cost Report (PCR) to Department Heads to use in preparing their budget
- County Administrator presents 5-year CIP and 2023 Sales Tax resolutions to Executive Committee and County Board

July

- June through July – Departments plan and prepare requested budget and meet with Policy Committees to review requested budget. (Policy Committees do not approve budgets.)
- Any user fee changes must be approved by committees and sent to the County Administrator

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2023 Operating Budget Timeline – August & September

August

- Department Heads submit requested budgets to Finance Director as soon as possible but no later than early August
- For two weeks in August – County Administrator, Finance Director, Human Resources Director meet one-on-one with Department Head to review Department Head requested budget
- County Administrator presents resolutions for new positions, health insurance rates and to secure funding for wage increases

September

- County Administrator provides a preview of preliminary 2023 Budget to Executive Committee and County Board

2023 Operating Budget Timeline – October & November

October

- County Administrator presents proposed budget to Executive Committee
- Budget summary is published in newspaper at least 15 days prior to the Public Hearing

November

- County Administrator presents proposed budget to the County Board
- The Public Hearing for the budget is scheduled for the 1st Thursday. After the Public Hearing, County Board reviews, debates and approves budget as a whole
- On the following Tuesday, the County Board approves the Budget Levy resolution
- By mid-November the adopted budget is posted on the website

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Adoption of Budget & Levy – 2 County Board Meetings in November

1st County Board Meeting in November – November 3, 2022

- Public Hearing allows the public to make comments about budget
- County Administrator will present proposed budget to the County Board
  - Changes can be made to the County Administrator proposed budget but must result in a balanced budget (Expenses less Revenues (including tax levy) must equal a net zero)

2nd County Board Meeting in November – November 8, 2022

- Adoption of Tax Levy Resolution

Questions, Comments, or Concerns



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Chippewa County, Wisconsin

Range Report

This report was developed to provide a comprehensive understanding of the County's public range facilities, its capabilities, uses and to bring clarity and direction as to the current location's viability.



Chippewa County Courthouse, Chippewa Falls, Wisconsin, established 1860.

Prepared For:
Facilities & Parks Division
Mr. Larry Ritzinger
711 North Bridge Street, Rm 012
Chippewa Falls, WI 54729

Prepared By:
Patriot Outdoors, Inc.
Stephen D. Powell - President

Attachment: 2022-05-04 Patriot Outdoors, Inc Gun Range Report (6975 : Chippewa County Firearms Range Report from Patriot Outdoors -

Specification of Services

Chippewa County requested services in January 2022. The purpose was to assess the current Public Firearms Range & Training Facility, its current conditions and to consult and evaluate policies, operational & safety procedures and to recommend improvements needed to keep in compliance with any local, state and federal laws and as stated below:

A. Develop a comprehensive understanding of the facilities use, and complete interviews with all affected personnel per the RFP.

B. Complete a physical range assessment to include all aspects of the range, and note all range deficiencies per the NRA Range Sourcebook as a guideline.

C. Review the existing Firearms Range SOPs and note deficiencies per the NRA Range Sourcebook as a guideline.

D. Provide the County with a comprehensive report of any/all improvements (including the fiscal impact of each) which will need to be completed to meet firearms range industry standards per the RFP, and utilizing the NRA Range Sourcebook as a guideline.

E. Incorporate engineering improvements (berms, baffles, etc.), (RSOs) recommendations, Signage, Standard Operation Procedures and Public Relations in report.

The Facility

This facility was established and became operational in 1986. Funded by Chippewa County, Wisconsin DNR, and a grant through the NRA utilizing the Pittman-Robertson Act.

Over the years, there have been renovations completed, scheduled maintenance to the grounds and grooming bullet impact areas to increase the safety and security of the range property.

The range property is located 7 miles from Chippewa Falls by way of Route 54, on 130th Ave (10495 130th Ave, Bloomer, Wi. 54724). It sits on 10 acres which is has minimal fencing but maintains barricades and gate for restrictive entry, warning

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signage (as to describe the property and usage) and a robust security camera system is also installed for monitoring.

Facility Usage

The facility has been and is utilized by numerous law enforcement and their specialized groups such as HRT/SWAT, ranging from city, county, state and even federal agencies. In addition to the LE community, there are a couple of civic groups that also frequent the facility minimally including NRA endorsed training and seminars, Archery and Hunter's education.

The individual shooter count of these groups using the ranges are nearly 500 by law enforcement estimation. This count does not factor in any private citizen usage whether by daily visit or memberships totaling over 2,500 shooters at its highest in 2020, usage totals in estimation of 566.8hrs for all shooters (data provided by Chippewa County Parks & Facilities).

Supervision

The range safety supervision and physical oversight is mainly administered by each LE agency while on property. Each agency has dedicated not only range officials but also In agency instructors which execute their courses and curriculums according to their governing standards.

Each agency instructor must not only be certified to instruct generically but also undergo hundreds of hours of specialized training to receive such certification for firearms instructor. It is typically two separate ratings.

The civic groups teaching younger newer shooters for NRA, or Hunter's education are of a more basic nature due to the scope of their curriculums and courses. Nonetheless, these groups use the facility minimally and have an extremely structured environment.

Private citizen usage whether by daily visit or via membership are self supervised. Each shooter is required to sign waivers, pay a daily fee or annual membership. The public may shoot without structured supervision.

Range Bays

Within the property, there are two ranges constructed, (1) small arms (25yd) pistol bay and (1) static (100yd) rifle bay. A 2500sqft, building used for meetings,

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seminars and training is seated to the North of the Pistol Bay with a 15ft. pavilion overhang connected. A 500sqft, building was constructed for the rifle range seated North of the Rifle range bay.

Berms, Backstops & Canopies

The earthen side berms which extend from the beginning of the shooting area to bullet impact area (backstop). The side berms are approximately 12-20ft high with a substantial base and compacted appropriately with vegetation to reduce erosion. (8ft minimum height recommended).

The backstop is approximately 20ft tall not including a fixed canopy, approximately 6ft tall (aka a bullet catcher or eyebrow). These berms and backstops are of sufficient dimensions by industry standards and (See NRA Range Source Book 3.04.5.1, 3.04.5.3).

The range canopy (6-8ft tall, approx. 50ft wide and 10-15ft deep) (on both pistol and rifle bays) is constructed of corrugated metal with a metal and creosote treated wood beam support structure. The vertical supports have an angled iron reinforcement to fortify the beam and to deflect rounds appropriately within the canopy. The top of the canopy is covered with approximately 6 inches of earth plus vegetation to fortify the canopy and to increase the capture of inherent rounds. (See NRA RSB 3.04.6.3).

Range Floors

The pistol bay range floor is made of concrete approx. 4-6in deep and extends the width of the range floor (approx. 50ft wide)for all 6 shooting positions. This allows for stability of the shooter and easy maintenance of brass collection.

The rifle bay range floor is of earth and natural grass (approx. 50ft wide and 100yds deep). The grassed range floor decreases sound abatement issues and can accept inherent rounds more easily than other range floor materials. (See NRA RSB 3.04.3).

Shooting Positions & Pavilions

The pistol bay shooting positions and the firing line is currently at the end of the pavilion covering of the training facility's most southern facing point. The firing line includes wooden bench rests for small arms firing and are movable for range use versatility, they are also southern facing to the bullet impact area (down range). (see NRA RSB 3.04.4.3)

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The rifle bay shooting positions are fixed and contained within the rifle range pavilion (approx. 500sqft). The three rifle wooden benches are made for ambidextrous shooter usage and of acceptable height and width.

The rifle pavilion is constructed of wood with a metal roof cover. This construction blocks a decent portion of the elements and is also southern facing to the bullet impact area (down range).

Shooting Stands & Targeting

The shooting stands are made of metal construction and are fixed at the end of the pistol bay approximately one yard from the base of the bullet impact area and one yard from the end of the concrete flooring. The stands residing on the rifle bay are also fixed and are based at 50, 75 and 100yds. All stands are constructed of metal. (See NRA RSB 2.02.3) Targetry is supplied by the shooter or organization.

Rules, Policies & Procedures

There are Standard Operating Procedures (SOP's) incorporated for usage of the facility. They are clearly Posted online on the county website, upon entering the range, within each building and each shooter must sign a waiver acknowledging the rules, policies & procedures. The rules & procedures posted reflect those found within the NRA RSB. (See NRA RSB 2.03.3, 2.03.3.1, 2.03.4, 2.03.4.1).

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On Location

County Staff

On Monday, February 7th, 2022, at 8:30am I arrived at the Chippewa Falls County Courthouse and met with Mr. Larry Ritzinger, (Dir. of Facilities & Parks) and his assistant Melanie McLaughlin.

We had a brief meet and greet, and we reviewed the overall project, they provided general demographics for me to have a better understanding of the general population, overall shooter involvement in the county and the potential of future needs with the growing shooter population/participation.

At 9am, we then met with Mr. Randy Scholz, (Chippewa County Administrator). I made introduction giving them a brief background of experience and my initial impression of the overall project, to which they provided insight, property history and recent interaction with the general public as to the range conditions and the concerns for safety and security.

Law Enforcement

At 10:30am, we travelled to the range facility where I met with several law enforcement from the Chippewa County Sheriff's Office. Those who attended were: Mark Bauman, Darin Williams, Chad Holum and Richard Starck.

My meeting with them was friendly and thorough. I provided my law enforcement career and training so they could understand my background and relate to their experience.

My questioning turned to the more recent incidents and investigation of rounds leaving the range property and their take on the matter. I wanted to have a better understanding of the history of the range from their perspective, the possibilities of overshot and the evidence of incidents.

We also spoke to the many challenges the LE community faces as it pertains to preparing officers for the ever evolving realities violence and the importance of training to protect themselves and the community they serve.

We then moved the conversation to their current training intervals, range usage and their professional opinions and their experience using the ranges. I asked thoroughly of their courses, curriculums and schedules.

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I concluded, the experience of their knowledge and skill set to execute safe and effective ranging for their agency was exemplary. Even using such a small range platform to administer their training, they are extremely vigilant when it comes to officer, range and overall public safety.

My involvement in personally instructing LE training for nearly 30 years, teaching thousands of officers of all levels throughout this nation has afforded me a good understanding of instructors and I'd gladly recognize them as being some of the best I've had interacted.

Their depth of care, experience and wisdom they displayed for their fellow officers for proper and progressive training and their concern for their community was nothing short of commendable and honorable.

Hunter's Education

After our meeting concluded, we then spoke with those in charge of the local hunter's education program. Those in attendance were: Jody Olsen, Marty Brill and Don Dukerschein. Their dedication to this program is well noticed as passionate and caring.

I had a great conversation with them, we spoke in detail to their experience of administering their program, operating the ranges with students and gave details as to their schedule, ammo used and the length of time they utilized the facility.

The Hunter's Ed program teaches 80-100 students annually, each shooter uses up to 25rds of .22LR (rimfire) and 3 shot shells (shotgun). They have 30-40 minutes of range time per shooter and are on property on average for 2.5hrs.

The program is developed for a non shooter, the classroom time and course of fire are designed to be a very methodical and taught at an entry level pace to ensure safety.

The Hunter's Education program is vital to many a community, especially in recent light of the increase in the nations firearms sales and possession and hunter participation. They also are a non-profit group and rely solely on the range property being in operation at this time.

It was also noted in my meeting, that the instructors often times regulate private citizen shooting on the property, and complete minor maintenance to create a safer environment and volunteer their time and efforts as range safety officers.

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Range Inspection

I then spent several hours on the range accompanied by Mr. Ritzinger, physically reviewing all aspects of each range, the evidence of usage, wear and tear on bench rests, target stands, fields of fire as viewed from the shooter's eye, impact areas and bullet catchers, the condition of the rifle range house and pistol pavilion as well as the surrounding area and range proximity to local county residents.

Due to covering of snow (6-12in), examining the range floors, and bullet impact areas were not extremely conclusive, however, given my experience, received enough data to provide guidance for this report.



Pistol Bay Feb 2022

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Rifle Bay Feb 2022

Range Bay Assessment

The Range Bays are of adequate size & dimensions. (See NRA RSB 3.04.3, 3.04.5.1, 3.04.5.3, 3.04.6.3). They provide adequate safety for each bay while firing simultaneously and are safe in general with proper supervision. They are like in kind to many standard ranges across the country in scope and fall within the NRA RSB guidelines with exception to maintenance as described further in this report.

The discrepancies and recommendations with the ranges as they stand are as follows:

Backstops, Berms & Canopies

- Both backstops require maintenance to steepen the grade & slope (increase to 34 degrees or greater) of the bullet impact areas. By addressing this matter, you accomplish two facets for safety. One by creating a ground cover more porous to allow softer impact area and two; creating a steeper impact face to reduce rounds that would (ramp up or off) of the initial impact area which can be a

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safety concern depending on the velocity of the projectiles fired on the range. This is easily remedied with minimal work and cost depending if more dirt fill is needed due to erosion by your local weather. It is important to note that the rifle bay grade and slope is very shallow and should be addressed. To give better insight, the front of the bullet impact area should resemble that of the backside. If this is completed the range would actually add another approximate 40ft to the length of the range with using the dirt fill that is already there creating a much steeper angle and a safer impact area more suitable for receiving high velocity calibers.



Rifle Bay Impact Area



Southeast Corner Pistol Bay



Backside of Ranges



Backside of Ranges Expanded

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- Both Backstops require (understandable due to range being currently closed) removal from major vegetation that interrupts the bullet impact area. This should be cleared when dressing the impact areas. This makes for a cleaner range, assists Range officers to note all projectiles are being impacted appropriately and reduces interruption to the shooters view. Also, this reduces the small likelihood of a fire hazard caused by tracer rounds which should be prohibited from use by shooters. While there is no definitive directive on this vegetation matter it is a common practice on well maintained ranges. The ballpark cost of this project is anywhere from **2k-10k**, depending on the county's resources and or local contractor's rates. Furthermore, there are projectiles resting on the top of the backstop throughout and across the bullet impact area, which is common on ranges, however it appears there are several that have tumbled up the bullet impact area which infers rounds are making their way with deceleration to stop. This typically means the grade slope need increase angle of steepness and the impact area need be redressed to break up the ground to receive rounds.

- Berms or (Side Berms) should be redressed at a regular interval depending on weather and vegetation growth. While it is beneficial to have grass covered berms, it is important for the growth not to get too tall also for reasons as stated above if there be a potential of rounds not impacting appropriately into the backstop and creating a fire hazard and for range officers to identify impact to the berms. (Also, understandable currently with ranges being closed). It is advisable to steepen the side berms at a minimum on the east side of the pistol bay. The connecting berm to the bullet impact area is not as steep and it appears through erosion, has become shallow causing more of a ramp up effect, rather than a sharper corner where the bullet impact area connects to the berm.

- Canopies aka Bullet Catchers are well constructed and serve a great purpose in reducing errant rounds from ricocheting off the range floor and bullet impact areas. It's doing its job with retaining projectiles that are being shot at them



Rifle Bay Canopy



Rifle Bay Support Beam

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Projectile Strikes on Canopy



Intentional Strikes on Rifle Support Beam

directly or indirectly. However, it is evident there are several high power calibers directly making impact on several areas of the canopy.

Range Floors

- Range Floors are acceptable, there is no maintenance really required at this time. However, due to the nature of unsupervised shooting, the pistol bay floor can be a concern. Please note, there are many pistol ranges which have a concrete floor. The issue can arise where shooters place unauthorized targets or stands on the concrete and shoot low causing ricochets that may not impact the backstop. (due to the snow depth and ice, I could not examine this to be true on this range) just making recommendation as to be cautious and vigilant when the range is in operation. An example would be if a shooter is shooting from the firing line, places a tin can or something small to shoot halfway down range setting on the concrete and strikes their target. The velocity of the projectile based on angle of deflection would thereby create a ground strike and even with deceleration may skip out of the range. This is why many ranges have incorporated only concrete walk ways up and down the range instead of a continuous pad covering the entire range floor. The rifle range floor is adequate at this time. The pistol bay range floor is adequate as well provided proper supervision. This recommendation is outlined and understood under a reasonable person in the SOP's, but it is not explicit (no shooting the range floor). Another facet of the range floor which even with the snow covering

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comes to question. That is the understanding of surface water run off from the ranges. This allows proper run off to keep ranges dry and assists in any EPA issues for local water tables.

Shooting Positions & Pavilions

- Shooting positions and pavilions are developed adequately. (See NRA 3.04.4) However, as to the pistol bay it is a matter of supervision to the private citizen. it appears there are too many strikes impacting with decent velocity to the structure of the bullet catcher (some of this is acceptable it is meant to be a bullet catcher), meaning shooters are either not shooting at an authorized target, using unauthorized calibers, placing targets too close to the firing line or a combination thereof. Also, due to the impact of shells hitting the ceiling of the pistol pavilion one would assume many shooters are shooting under the pavilion which questions their target placement. Once again this is an assumption based on experience. The recommendation would be to physically manage range safety of all private citizens using the facility. As for the rifle bay firing line even with the bullet catcher, the grounded and fixed target stands, the barrel baffle in place to reduce movement of the muzzle, there are significant strikes intentionally hitting the structure of the bullet catcher, striking the wall of the range pavilion and the barrel baffle. This is typically caused by willful negligence, and or a lack of supervision of the bay. Recommending clearer firing lines on pistol bay at 5,7,10, 15, 20 and 25yd markers would help structure shooting. Incorporating overhead baffles appropriately we increase safety overall especially the rifle range with high velocity caliber. The Overhead baffles are designed to decelerate and stop inadvertent projectiles from escaping the range and are proven to be extremely effective.



Inside Rifle Pavilion



Rifle Bay Shooter's Bench

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Front of Rifle Pavilion



Strikes on Firing line

Shooting Stands and Targets

- Shooting stands and targets. (See NRA RSB Target Line 2.02.3) While the shooting stands serve a purpose, we say in the industry, “if it’s down range, assume it will get shot.” Metal stands are cost effective and require minimal maintenance, however due to the high probability of being struck, it is recommended to use soft treated lumber. The current stands on both bays are due to be replaced, they are jagged and can cause ricochets, and personal damage to one touching the stands. Also, as for the rifle bay, the target stands need to be moved to accommodate each shooters required distance whether at 50, 75 and 100. This is easily remedied by adding additional target stands, or limiting all shooters to shoot only at 100 yds up against the bullet impact area. Typically, the shooters will go down range (during a cease fire) and place the stands appropriately, post targets and return to their prospective shooting position to commence firing. The cost for replacing all target stands is approximately $500.00 annually depending on shooter participation, the weather and target stand design.

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Rules, Policies & Procedures - Recommendations

- Rules, Policies and Procedures are sufficient and meet NRA standards (See NRA RSB 2.03.3. 2.03.3.1, 2.03.4, 2.03.4.1). Due to evaluation and the lack of supervision of the private citizen, recommendations would be suggested to include the following:
  - It should be understood on the pistol bay for all pistols to be either holstered in between firing or when out held in the “Low Ready” position. We call this a “low pistol ready deck”. This advises shooters to keep the muzzle down and manage it appropriately.
  - All shooters must move up to the target provided that ALL shooters are on the same firing line. No shooter should be down range from another.
  - All targets MUST be placed at the backstop aka at the base of the bullet impact area.
  - Above being understood, there will be NO targets placed on the ground floor or on the concrete and must be affixed on the target stands. Furthermore no additional targets may be affixed or placed on top or on the sides of the target stands. (i.e. tin cans, golf balls, plastic bottles etc.)
  - Despite the Wisconsin state law as read, stating that a person under the age of 16 (12-16) may possess a firearm for target practice; most ranges limit this requirement to anyone under 18 years of age. The reason for this is it increases safety of younger shooters by being supervised and is a bit more restrictive in nature thereby increasing overall safety of the ranges.
  - Incorporate NO RAPID firing on all ranges. With exception to the nature of LE agency training, no shooter will shoot more than two rounds per second on the ranges. This reduces misses on targets, creates a more controllable firearm and increases overall range safety. This would also limit shooters who possess ATF/NFA Class 3 firearms which may be fully automatic and legal. The county could authorize this on a case by case basis provided there be supervised shooting.
  - No TRACER rounds, NO Explosives or explosive targets permitted. Tracer rounds have a phosphorus backed projectile for the shooter to see the bullet going down range. These are known to create a fire hazard on ranges with vegetation.

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- No Armor piercing rounds permitted. Due to the construction of the bullet catcher and its support beam structure; if rounds are not impacting the backstop area and willful negligence is occurring this would limit the penetrative nature of an armor piercing round. These rounds are designed to just do that, pierce through heavy metal and are constructed to stay together. Other rounds are designed to mushroom and decelerate much more rapidly into the animal, target in this case the bullet impact area.
- Create an emergency action plan, install two medical kits and keep it updated, train any and all pertinent personnel, install AED's and have emergency personnel and entities aware of the range location. An Eye wash station would also be beneficial.
- The bullet impact areas are not in alignment, this may not be an issue if range supervision is present. Meaning, if the rifle bay is cold and shooters are going down range, then in the best interest of safety, the pistol bay should also be called to a cease fire. Provided the ranges are supervised with multiple staff, both ranges can be in operation, if only one exists, then only one range can be in operation at a time.
- Reference and employ the EPA's Best Management Practices for lead containment at Outdoor Ranges (an 88 page document). This document will assist in establishing an Environmental Stewardship Plan. This includes management of Ph levels of the soil.
- Incorporate into your procedures a "lead awareness program". This means training all personnel associated with working on or using the range facility. Even at a minimum supplying lead wipes, washing hands are very beneficial due to maintenance of the ranges and targets, brass collection and even gun cleaning if conducted on property.
- All Range Safety Officer's should be certified by either Fed, State, Local LE agency as a firearms instructor/range officer or certified by a nationally recognized shooting industry entity such as the NRA, USCCA or even Sig Academy.

Projectile OverShot Summary

Patriot Outdoors, Inc., was contracted by the county to complete a range assessment in light of range activity where projectiles impacted outside of the range and boundaries, private citizen residents growing concerns and evidence of overshot where projectiles have reached and damaged farm structures and equipment.

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Due to the issue of realized projectile overshot; there are many recommendations to consider, an important factor to examine is due to the proximity of the range to outside down range residents, and the limitation of the range property being 10 acres. Most calibers, if fired down range incorrectly and fail to be contained within the bullet impact area directly or indirectly by way of ricochet has the capability of reaching down range structures. To mitigate this issue, please see the following recommendations.

Recommendations for Projectile Over Shot

- Incorporate “No Blue Sky” ranges. This comes at a cost depending on construction and contractor bid from exceeding **500K to 1MIL+** for the overall project. it is easier accomplished on the rifle range with fixed shooting positions than that of a pistol bay due to a movable firing line stated in the recommendations above. There are several ways to construct these overhead baffles whether they are vertical or 25 degree angled inclined baffles, found in the NRA RSB (See Outdoor Conventional Pistol and Rifle Range Drawings 3.04.6.1.1, Drawings A/A-17, A-17, A-20, B/A-20, C-7, C-24, C-25, C-26, C-27).

- Also, see Local contractor bid completed by CBS Squared, Inc. The vertical baffles are most economical and suitable for static shooting rifle range operations. Depending on the range activity permitted on the pistol bay will determine which type of baffles, how many constructed and the cost associated. It is also important to note that there are many safe range locations that do not have overhead baffles based on the range design, the size of the property, proximity of local residents and supervision and type of shooting allowable. That being said, to side with the most caution obviously incorporating even a minimum level of baffles would increase overall safety and help with sound abatement.

- Signage to educate and enforce to the private citizen and bring awareness of the potential reality of rounds leaving the range both indirectly or otherwise. the current Signage is repetitive, some signage is dated and need replacing. the right signage, simple to understand and easily viewed is the key. Possible cost would be up to **1K**.

- Investigate the likelihood of any and all misguided projectiles by painting structures and monitoring the freshly painted areas regularly. This is a common practice. This identifies not only improper shooting but also assists with bullet impact areas needing to be addressed. Limiting High Velocity

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Magnum calibers such as nothing greater than .30 calibers. This comes with a minimal cost of supplies and manpower.

- Mandatory new member or new shooter range briefing could be considered to bring in person interaction and assists in accountability, briefing should include caliber velocity and type of rounds authorized.
- Employ, Contract or Use with Volunteers to operate as RSO's for public usage.

Overall Range Recommendations

- Incorporate the above changes to ensure a safer environment both on and off the property.
- Completely fence in the range property. restricted access creates more formal entry. Install security lighting on the overall property as well as the range areas. Approximate cost **5K**.
- Increase the fees associated to coming to the range, this will help in limiting cheaper access and also create a more formal environment. Increased member and daily pass fees will also reduce county capital outlay. Suggestions on fees that resemble other viable ranges: $20.00 daily visit, $200.00 annual, $100.00 for immediate family add on, 15yrs of age and younger free of charge. Incorporating Senior, Law Enforcement, Military/Veteran and First Responder discounts are beneficial. The county could also limit the range to members only which would create more exclusivity, and pride of ownership. Members only ranges typically have far less damage and maintenance due to this factor of ownership.
- As mentioned above; the biggest challenge to improved range operations, reducing overshot and shooting unauthorized targets or range structures would be to employ, contract or utilize a volunteer organization to manage range safety, (Incorporating RSO's). This can be accomplished in a number of fashions.
  - Chippewa County will employ a minimum of 2 or more staff to operate as RSO's. To further reduce payroll overhead, it would also be more efficient to limit hours of operation. One Example: Public Shooting Friday 8am-6pm, Saturday 6am-6pm and Sunday 6am - 4pm. The other days throughout the week will be reservation only, on a case by case basis, for LE agency training

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and civic groups which overall have much less impact on the facility. The cost of annual payroll for one full-time staff **36-48K**.

  - Utilize a non-profit entity (i.e. gun club) to operate and maintain the ranges.
  - Make the ranges open to LE agency and civic education groups only.
- Incorporate “No Blue Sky” by installing overhead baffles as stated earlier in this report. (See Projectile Overshot).
- Permanently close the facility, resource a lead mediation company which pays the county the difference of cost in mining the lead. Complete environmental inspection of ground and water to keep in compliance to Fed, State and local regulations. (approximate cost **100K-500k**).
- Move the range facility to a properly designated location within the county with more acreage. Methodically, closing the range over time, repurposing building and range materials salvageable, utilize grant and other non-profit funding to construct new ranges after proper site plan study developed and incorporate proper practices, policies and procedures for the county or a non-profit group to operate. (approximate cost of **100k - 500k** to initiate).

By doing this, the county can assist in servicing the thousands of current shooters and help educate and facilitate new shooters within the county, limit random county unauthorized shooting by having an established range facility, promote good public relations, expand the capabilities of LE agency training, and reduce liabilities of the current location.

There are many federal, state and county owned property that have also utilized non-profits to facilitate the construction, management and overall operations of a range facility. This minimizes capital outlay, liability of the governing land owner and creates harmony within the demographic.

Also, by choosing a larger property, considering all factors such as county resident growth of up to 30 years, a buffer of land can surround the range facility and allows for the expansion of the ranges, starting with a minimal yet optimal servicing range and can grow as the non profit is able by way of revenues, fundraisers, grants and loans.

Another avenue of approach to accomplish this is for the county to initiate this process and timely fashion hand over after initial construction the management, maintenance and operations of the new location.

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With the nation's rise in over 40 million firearms purchased in the last two years, literally sales at their highest ever, firearms, shooters from all types are not going away anytime soon. Having an established safe range facility, education programs, training, events and structured public shooting can be a viable solution to accommodate the shooting population. This is just a suggestion for further insight into this industry and a way of life for millions across our country and thousands within the county.

Static & Dynamic Ops Recommendations

Whether the shooter is on either a pistol or rifle range shooting in any activity, the ultimate goal is for 100% of projectile impacts to obviously remain at the bullet impact area (the backstop). All shooting activities can be categorized into two categories: Static or Dynamic.

- **Static Activities-** include basic educational & recreational, certain competitive and basic defensive training. The shooters are regimented at a single firing point, using one or more targets in their respective firing lane.
- **Dynamic Activities-** Also, include educational & recreational, competitive, and defensive training. The shooters incorporate movement to their targets and multiple firing points.

As stated earlier, depending on overall range supervision and the quality of that supervision, the updated condition of the bullet impact areas and rules implemented to be supervised assist in retaining a safe range environment.

That being said, there are hundreds of quality ranges in operation that operate with supervision without the use of overhead baffles for both static and dynamic range operations (dynamic meaning for competitions or advanced CIV, MIL, LE training). These ranges have significant rules, policies and procedures in place with quality supervision, and sufficient land acreage to account for sound and the probability of errand rounds escaping the ranges and or its property.

IF, the current ranges are to be utilized, based on findings given and property size; the following recommendations should be implemented.

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please note that the prices shared below are estimates and are a SHARED cost for both range bays. with exception to concrete walk ways on rifle bay.

Pistol Range

Static Shooting Only-

- Complete the maintenance and redressing of the bullet impact area. $**5-10k**
- Implement increased safety options and manpower for supervision as described earlier in report. $**10k-50k (See Overall Range Recommendations Pg18)**
- Have multiple fixed firing lines and fixed target stands closest to backstop **$500 -1k**
- Incorporate **Vertical** “No Blue Sky” wood construction baffle system $**50k-100k**

Dynamic / Tactical Shooting Incorporated

Additional to the changes stated above for static shooting on this range bay, and to expand capability and total overall safety:

- Incorporate **Angled** “No Blue Sky” concrete & metal construction baffle system **500k-1mil (See Projectile Overshot recommendations Pg17)**
- Have multiple firing lines incorporated signifying firing points, by stand alone signage or yard markers or painted lines **$500-1k**

Rifle Range

Static Shooting Only-

- Complete the maintenance and redressing of the bullet impact area. $**5-10k**
- Implement increased safety options and manpower for supervision as described earlier in report. $**10k-50k (See Overall Range Recommendations Pg18)**

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- Keep the firing line and pavilion in place add more fixed target stands and replace old metal stands closest to backstop **$500 -1k**
- Reconstruct and/or lower initial barrel baffle at firing point at pavilion **$500**
- Incorporate **Vertical** “No Blue Sky” wood construction baffle system $**50k-100k**

Dynamic / Tactical Shooting Incorporated-

Additional to the changes stated above for Rifle Range static shooting, the bay would include the following:

- Incorporate **Angled** “No Blue Sky” concrete & metal construction baffle system **500k-1mil (See Projectile Overshot recommendations Pg17)**
- Have multiple firing lines incorporated signifying firing points, by stand alone signage or yard markers an additional walk ways at those firing points with gravel or concrete **$500-10k**

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Recommendations Summary

- The **NRA Range Source Book** provides guidelines for range construction & operations. The NRA does not qualify or give certification for ranges. The county ranges in my professional assessment, were designed and implemented utilizing these guidelines and standards. However, (if ranges are to remain open), at the present condition it would be imperative to maintenance and supervise the ranges to ensure the overall safe operations.

- **Rules, Policies & Procedures**- Although the NRA has given much guidance to range operations; recreational, competitive and defensive training activities have evolved over the years. Therefore, in my professional experience, I recommended adapting and revising the current (Rules, Policies & Procedures), to provide deeper insight on how to maintain safe operations. Many of these recommendations have been utilized in MIL/CIV/LE ranges across the country.

- **Eliminating Projectile Overshot**- As stated earlier in this report; to maximize the overall safety of the ranges, given its location, implementing "**no blue sky**" overhead baffle structures would be recommended. Depending on the type of shooting allowed either dynamic or static will determine which type (**angled** system for dynamic and **vertical** for static) system to implement and accommodate all appropriate activities. **Total Estimated Cost 500k-1Mil.**

- **Initial Range Maintenance (Currently)-** As stated earlier in the report; to implement fencing the property, repairing berms & backstops, addressing target stands and firing lines, adding signage and pavilion adjustments and repairs. **Total Estimated Cost 25k.**

- **Incorporating On Site Supervision-** As stated earlier in this report, to implement manpower for range safety, Option A - employed by the county. **Total Estimated Annual Cost 36k-48k.** Option B - Recruit and Utilize a non-profit entity or volunteer solution to maintain range safety. Minimal cost to the county and release some factors of liability. **Total Estimated Soft Cost 5k-10k**.

- **Moving the Facility-** If the decision is to move the facility to another location in the county as option stated earlier in this report and close the current (See Page 19 further details). **Total Estimated Initial Cost 100k-500k**.

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- **Permanent Closure-** If the decision is to close the facility; address final maintenance, demolition, lead reclamation and all inspections, (See Page 19) **Total Estimated Cost 100k-500k.**

Closing Statements

Whether the decision is made to completely close the facility or make changes in any manner otherwise as stated in this report; my company is more than willing to assist in your decision making process to ensure the county has an equitable and sustainable solution with the best interest for all.

The challenges that ranges face either by commercially owned or by government bodies aren't the easiest to navigate. Arriving at a cost effective, independent solution with positive public relations for any decision is the goal for the client.

In conclusion, this report was prepared utilizing all data collected while on site visit, by interviews, photos, videos and online research of the county and property. Also, reviewed in brief was the previous range report and local bids. Sourcing for range recommendations comes from over 20 years of experience in the industry and as contracted referencing the NRA Range Source Book.

Thank you again for the opportunity to work with your county and the visit to a wonderful piece of our country!



An early morning view from Bridge street, Chippewa Falls, Wi.

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Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Meetings & Open Records Law

County Board Orientation

Todd Pauls, Corporation Counsel

April 21, 2022

Open Meetings Law – Wis. Stat. §19.81 et al.

- Public Policy Behind Open Meetings . . . Wis. Stat. s. 19.81
  - All meetings shall be publicly held, § 19.81(2), *Wis. Stats*: "To implement and ensure the public policy herein expressed, all meetings of all state and local governmental bodies shall be publicly held in places reasonably accessible to members of the public and shall be open to all citizens at all times unless otherwise expressly provided by law."
  - Liberal construction, § 19.81(4), *Wis. Stats.* ***State ex rel. Lawton v. Town of Barton***, 2005 WI App 16, ¶ 19.
- The purpose of the Open Meeting Law is to give the public the fullest and most complete information concerning the affairs of government. ***Martin v Wray***, 473 F. Supp. 1131 (E.D. Wis. 1979).

Open Meetings

Scope of the Law

- Applies to Governmental Bodies, which are defined as:
  - "[A] state or local agency, board, commission, committee, council, department or public body corporate and politic created by constitution, statute, ordinance, rule or order; a governmental or quasi-governmental corporation except for the Bradley center sports and entertainment corporation; a local exposition district under sub ch. II of ch. 229; a family care district under s. 46.2895; a nonprofit corporation operating the Olympic ice training center under §42.11(3); or a formally constituted subunit of any of the foregoing, but excludes any such body or committee or subunit of such body which is formed for or meeting for the purpose of collective bargaining under Subch. I, IV or V of Ch. 111."

Open Meetings

What types of meetings are covered?

Definition of meeting

- "[T]he convening of members of a governmental body for the purpose of exercising the responsibilities, authority, power or duties delegated to or vested in the body. If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purpose of exercising the responsibilities, authority, power or duties delegated to or vested in the body." § 19.82(2), *Wis. Stats*.

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Open Meetings

What types of meetings are covered?

- Judicial and Attorney General interpretation.
- The *Showers* Test – The above definition of a "meeting" applies whenever a convening of members of a governmental body satisfies two requirements: (1) there is a purpose to engage in governmental business; and (2) the number of members present is sufficient to determine the governmental body's course of action. ***State ex rel. Newspapers v. Showers***, 135 Wis. 2d 77, 398 N.W.2d 154 (1987).

Open Meetings

What types of meetings are covered?

Number of Members Present Requirement

- It is critical to remember that the power to control a body's course of action can refer either to the affirmative power to pass a proposal or the negative power to defeat a proposal, *i.e.,* a "negative quorum."
- The size of a negative quorum is smaller than a majority in situations where a super-majority (2/3 or 3/4) vote is required for a body to pass a measure.

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Meetings

What types of meetings are covered?

Electronic Mail

- Communications *via* electronic mail may constitute a "meeting" and be subject to the Open Meetings Law.
- Electronic mail features such as "reply all" and "forward" make it possible for a message to be instantaneously transmitted to a sufficient number of members of the governmental body to determine the body's course of action on the matter, thus satisfying the definition of a meeting. *DOJ Correspondence*, October 3, 2000.
- While there is no applicable precedent that addresses the use of electronic mail in the context of the Open Meetings Law, members of governmental bodies are strongly discouraged from communicating with each other via electronic mail on matters within the realm of their authority.

Open Meetings

Quorums

Walking Quorums

- A "walking quorum" is a series of gatherings among separate groups of members of a governmental body, each less than quorum size, who agree, tacitly or explicitly, to act uniformly in sufficient number to reach a quorum. *Showers*, 135 Wis. 2d at 92.
- The critical element of a walking quorum is an implied or express agreement to act uniformly.
- Problems with Walking Quorums:
  - The danger is that walking quorums produce a predetermined outcome and may render publicly-held meetings a mere formality. See ***State ex rel. Lynch v Conta***, 71 Wis. 2d 622, 239 N.W. 2d 313 (1976)

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Open Meetings
Closed Sessions

Closed Session Exceptions

- Any meeting may convene into closed session under the specific exceptions of Sec. 19.85(1), *Wis. Stats*.
- The exemptions are narrow in focus, should be used sparingly and only when necessary to protect the public interest.
- 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.

Open Meetings
Closed Sessions

Closed Session Exceptions

1. Wis. Stat. §19.85(1)(a) – Judicial or Quasi-judicial Hearings
2. Wis. Stat. §19.85(1)(b) – Employment and Licensing Matters
3. Wis. Stat. §19.85(1)(c) – Employment
4. Wis. Stat. §19.85(1)(e) – Conducting Business with Competitive or Bargaining Implications
5. Wis. Stat. §19.85(1)(f) – Consideration of Financial Medical, Personal or Social Information
6. Wis. Stat. §19.85(1)(g) – Conferring with Legal Counsel with Respect to Litigation
7. Wis. Stat. §19.85(1)(h) – Request for Ethics Advice

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Judicial or Quasi-Judicial Hearings

- Sec. 19.85(1)(a), *Wis. Stats.* Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that government body;

Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Employment and Licensing Matters

- Sec. 19.85(1)(b), *Wis. Stats.* Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal actions on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held. § 19.85(1)(b), *Wis. Stats.*

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Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Employment

- Sec. 19.85(1)(c), *Wis. Stats.* Considering employment, promotion, compensation or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Conducting Business with Competitive or Bargaining Implications

- Sec. 19.85(1)(e), *Wis. Stats.* Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. § 19.85(1)(e), *Wis. Stats.*

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Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Consideration of Financial, Medical, Social or Personal Information

- Sec. 19.85(1)(f), *Wis. Stats.* Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations. § 19.85 (1)(f), *Wis. Stats.*

Open Meetings
Closed Sessions, cont.

Closed Session Exceptions

Conferring with Legal Counsel with Respect to Litigation

- Sec. 19.85(1)(g), *Wis. Stats.* 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. § 19.85(1)(g), *Wis. Stats.*

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Open Meetings

Closed Sessions, cont.

Closed Session Exceptions

Request for Ethics Advice

- Sec. 19.85(1)(h), *Wis. Stats.* Consideration of requests for confidential written advice from the ethics board under § 19.46(2), *Wis. Stats.*, or from any local government ethics board. § 19.85(1)(h), *Wis. Stats.*

Open Meetings

Who May Attend Closed Session

- In general, the open meetings law gives wide discretion to a governmental body to admit to a closed session anyone whose presence the body determines is necessary for the consideration of the matter that is the subject of the meeting. *DOJ Correspondence*, December 15, 1988.

Important Note

- Remember from the training presented on parliamentary procedure that a motion to go into closed session must now include the names of all individuals that will be allowed to attend the closed session.
- If the motion is approved, the Chair shall announce in open session the names of those individuals who will be allowed to attend the closed session.
- The minutes from the closed session shall also include the names of those members in attendance.
  - 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.

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Open Meetings

Who May Attend Closed Session

Chippewa County Code of Ordinances Section 2-60(o)

- (o) *Closed sessions*. The County Board or any committee may go into closed session as part of its meeting agenda pursuant to one of the exceptions listed in Wis. Stats. § 19.85. The County Board or committee shall follow the following procedures when convening into closed session:
  - (1) A supervisor or committee member shall make a motion, consistent with the listed agenda item, to move into closed session. **The motion shall also include the names of all individuals that will be allowed to attend the closed session**. If a second to that motion is made, a roll call vote shall be taken and if a majority of the members present support the motion, the body shall then convene into closed session. **Prior to moving into closed session, the Chair shall announce in open session those individuals that will be allowed to attend the closed session.**
  - (2) **The minutes from the closed session shall include those members in attendance** as well as the time that the County Board or committee convened into closed session and the time that the body convened back into open session. In addition, the minutes shall also include any motions made and the votes taken on those motions.

Open Meetings

Closed Session Considerations

- Body must approve by a majority vote to convene in closed session.
- Chair announces and has it recorded in the minutes the reason for going into closed session. May not just read the statute number.
- Body is limited to discussing only those items specified in the closed session announcement

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Open Meetings

Voting in Closed Session

Practical suggestions on voting in closed session

- Only as needed
- Attorney General advises that a governmental body should vote in open session unless doing so would compromise the need for the closed session. *Wisconsin Open Meetings Law Compliance Guide 18 (March 2018).*

Open Meetings

Confidentiality of Items Discussed in Closed Session

Importance of Confidentiality

- Members and all others who participate in a closed session must avoid discussing or disclosing the matters addressed in closed session to anyone who is not a member of the body or otherwise entitled to access the information.

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Open Meetings

Confidentiality of Items Discussed in Closed Session, cont.

Important Points

- Confidentiality of matters discussed in closed session is imperative for the following reasons:
  1. Sensitive matters - 13 statutory exceptions that allow government bodies to meet in closed session all involve matters of a sensitive nature.
  2. Allows members of the body to speak freely and responsibly on sensitive issues. Good governance requires complete and honest communication among members.
  3. Discussion of closed session matters outside of closed session is not in and of itself a violation of the Open Meeting Law but could impact a pending legal proceeding of which the County is a party or violate other laws, depending on the nature of the information disclosed (i.e. FMLA, privacy laws).

Open Meetings

Penalties and Enforcement

- Penalties - § 19.96, *Wis. Stats*.
  - Forfeiture - $25 to $300.
- Elements of conviction.
  - Member of a governmental body;
  - Knowingly attends a meeting in violation of Subchapter 19, *Stats*., or
  - In official capacity otherwise violates Subchapter IV, Chapter 19 by some act or omission.

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Meetings

Enforcement Proceedings

- Wis. Stat. § 19.97(1)
- District Attorney – initiates on behalf of the State
- Citizen action.
  - Costs of prosecution, including attorney fees, may be awarded.
- NOTE: The limitations period under Wis. Stats. § 893.80 and § 893.82 are inapplicable to actions commenced under Wis. Stat. § 19.97

Open Records Law – Wis. Stat. §19.21 et al.

Public Policy and Purpose

- All persons are entitled to the greatest possible information regarding the affairs of government and the official acts of those officers and employees who represent them.
- Further, providing persons with such information is an essential function of a representative government and an integral part of the routine duties of officers and employees whose responsibility it is to provide such information
- Wis. Stat. §19.31

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Open Records Law

What is a Record?

- "Any material on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics, which has been created or is being kept by an authority."
  - Wis. Stat. § 19.32(2)
- "Record" includes, but is not limited to, handwritten, typed, or printed pages, maps, charts, photographs, films, recordings, tapes, optical discs, and any other medium on which electronically generated or stored data is recorded or preserved.

Open Records Law

What is not a Record?

- Drafts, notes, and preliminary documents
  - depends on extent and purpose of dissemination
- Purely personal property
- Material with limited access rights, such as copyrights or patents
  - "trade secrets"

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Records Law

Who Must Keep a Record?

- An "Authority" must keep records.
- "Authority" means any of the following having custody of a record: ….an elected official…
- "Elected Official" means an individual who holds an office that is regularly filled by vote of the people.
- "Legal custodian" means the individual responsible for maintaining records.

Open Records

Is it a Record?

- Not created by the authority but in the authority's possession
- Personal email, calls, and documents on an authority's accounts
- Business email, calls, and documents on personal accounts
- Social media pages and posts
- Contractors' records

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Records Law

Is it a Record?

Personal Email, Calls, and Documents on an Authority's Account

- Email sent and received on an authority's computer system is a record
- Includes purely personal email sent by officers or employees of the authority
- Disclosure generally not required

Schill v. Wisconsin Rapids School District,
2010 WI 86, 327 Wis. 2d 572, 786 N.W.2d 177

Open Records Law

Is it a Record?

Government Business Emails, Calls, and Documents on Private Accounts

- These materials may be "records"
- Content determines whether something is a "record," not the medium, format, or location
- **Recommendation**: Conduct a careful search of all relevant accounts
- Personal materials on the same private accounts are not subject to disclosure

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Records Law

Is it a Record?

Social Media

- 2009 Informal Opinion of WI Atty. General (Wis. Op. Att'y Gen. (I-06-09, December 23, 2009)
- Google Groups website created by town chairperson
- Discussed town business on website
- Access restricted to "friends" of town chairperson
- News reporter made informal request to join group, but was denied
- News reporter made formal request for access to website, which was also denied

Open Records Law

Is it a Record?

Social Media (cont.)

- 2009 Informal Opinion of WI Atty. General (Wis. Op. Att'y Gen. (I-06-09, December 23, 2009)
- Reporter requested opinion from WI Atty. General as to whether the content of the website is a public record
- Atty. General concluded that website was are probably records subject to open records law because it was created by an "authority" – in this case, the town chairperson and it included discussion of town business

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Records Law

Is it a Record?

Social Media (cont.)

- 2009 Informal Opinion of WI Atty. General (Wis. Op. Att'y Gen. (I-06-09, December 23, 2009)
- Test for determining whether website is a public record
  - Whether public resources were used
  - Whether the public authority was acting in a non-public capacity to which the alleged record relates
  - Whether a reasonable member of the public would view the activity as a public function
  - Whether recipients of the record are limited to "personal" contacts
  - Whether alleged record was generated at time, place and manner in which public business is normally conducted; and
  - Purposes for which the document was created, kept, or maintained

Open Records Law

Who Can Request a Record?

- Requester need not state the purpose of the request
- Requester generally need not identify himself or herself
- Motive not relevant, but context appropriately considered

Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

Open Records Law

Is the Request Sufficient?

- Written request or form not required
- Magic words not required
- Reasonably describes the information or record requested
- Reasonably specific as to time and subject matter
- Custodian should not have to guess what records the requester wants

Open Records Law

Does the Record Requested Exist?

- Generally, only records that exist at the time of the request must be produced—to respond, an authority need not create new records
- Continuing requests are not contemplated by the public records law
- Public records law does not require answering questions
- Records retention – Wis. Stat. § 16.61 for state authorities, Wis. Stat. § 19.21 for local authorities (general fallback position is seven (7) years)

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Open Records Law

Practice Tips

- If you don't want your friends or neighbors reading about it in the newspaper…
- Not everything needs to be in writing – we still have phones!
- Open records requests are to be taken seriously

Questions, Comments, or Concerns



Attachment: Open Records Open Meetings Presentation - CB Orientation FINAL 04-05-2022 (6939 : Open Meetings and Open Records Law

STATEMENT OF EXPLANATION

Resolution No. 13 - 22

RESOLUTION TO DECLARE MAY 9-13, 2022 AS CHIPPEWA COUNTY ECONOMIC DEVELOPMENT WEEK

Passage of this resolution will formally designate the week of May 9-13, 2022 as Chippewa County Economic Development Week. This resolution also formally recognizes the Chippewa County Economic Development Corporation for its work in economic development and for the Corporation's 30 years of service to the citizens of Chippewa County, Wisconsin.

Resolution No. 13 - 22

RESOLUTION TO DECLARE MAY 9-13, 2022 AS CHIPPEWA COUNTY ECONOMIC DEVELOPMENT WEEK

WHEREAS, Chippewa County, Wisconsin has long been a leader in economic development and a hub of innovation, ideas, and an avid supporter of local economic development; and

WHEREAS, Economic Development Week was created to celebrate and recognize the unique role that economic development has in creating vibrant Chippewa County communities and helping them bounce back when disasters, pandemics, or recessions occur; and

WHEREAS, the Chippewa County Economic Development Committee has been working with federal, state, regional, and local economic development professionals on economic development initiatives since the Committee's formation; and

WHEREAS, these economic development professionals, such as the Chippewa County Economic Development Corporation (CCEDC), promote economic well-being and quality of life for Chippewa County's communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, these professionals also create significant opportunities for Chippewa County's local businesses to expand their businesses internationally by guiding them through the exporting process; and

WHEREAS, the CCEDC also stimulates and helps incubate entrepreneurism to help establish the next generation of new businesses, which is the hallmark of the Chippewa Valley economy; and

WHEREAS, these economic development professionals, such as the CCEDC, provide leadership and excellence in economic development for Chippewa County and its communities, their supporters, and partners through marketing, business retention services, business attraction programs, provide networking conferences, training courses, advisory services, research, public policy advocacy, and other initiatives aimed to improve the overall Chippewa County economy; and

WHEREAS, the CCEDC will be celebrating its 30th anniversary in 2022; and

WHEREAS, the CCEDC has designated the week of May 9-13, 2022 as Local Economic Development Week, to acknowledge the economic development efforts and achievements within Chippewa County; and

WHEREAS, the CCEDC promotes economic well-being and quality of life for Chippewa County communities by facilitating growth through entrepreneurship, workforce and talent attraction, business startup and retention, company expansion and attraction;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors does hereby:

DECLARE: May 9-13, 2022 as "Chippewa County Local Economic Development Week".

DECLARE: That Chippewa County, Wisconsin welcoming and supportive of local entrepreneurship.

DECLARE: That Chippewa County, Wisconsin supports the activities and efforts of the Chippewa County Economic Development Corporation and recognizes its 30 years of service to the citizens of Chippewa County.

COMMEND: All Chippewa County elected officials, staff, and economic development organizations for their hard work and dedication in assisting and building our local economy.

REMIND: Citizens of the importance of the economic development profession in advancing career opportunities and improving the quality of life of Chippewa County.

PROCLAIM: That it shall be a goal to grow the economy of Chippewa County by developing the local workforce, partnering with local business organizations, and by capitalizing on investment opportunities that strengthen Chippewa County communities.

BE IT FURTHER RESOLVED, that the County Clerk is directed to transmit a certified copy of this resolution to the Chippewa County Economic Development Corporation.

Forwarded to the County Board by the Economic Development Committee.

FINANCIAL IMPACT:

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

05/10/2022 County Board
RESULT: APPROVED [UNANIMOUS]
MOVER: Charles Bomar, District 12
SECONDER: Annette Hunt, District 18
AYES: Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives

History:

94 05/04/22 Economic Development Committee FORWARD TO COUNTY BOARD
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Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel 4/28/2022

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director 4/29/2022

Randy B. Scholz
Randy B. Scholz, County Administrator 4/29/2022

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