

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

JULY 11, 2023

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://youtube.com/live/h7zIXfYhw4o?feature=share>

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3. ROLL CALL

Others Present: Randy Scholz, Traci Bremness, Michael Ewer, Lori Zwiefelhofer, Paul Brenner, Tim Easker, Jessica Barrickman, Toni Hohlfelder, Larry Ritzinger, Heather Murray of Carlson Dettman, Amanda Richardson and Lisa Merrell.

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	
Joel Seidlitz	Chippewa County	District 9	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	Absent	
George Rohmeyer	Chippewa County	District 17	Present	
Annette Hunt	Chippewa County	District 18	Absent	
Chuck Hull	Chippewa County	District 19	Present	
Dean Mueller	Chippewa County	District 20	Present	
Kari Ives	Chippewa County	District 21	Absent	

4. APPROVAL OF AGENDA

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 11, 2023
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Flater, District 1
SECONDER:	Charles Bomar, District 12
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

6. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert Teuteberg, District 14
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

1. Approval of Minutes

County Board - Regular Meeting - Jun 13, 2023 6:00 PM

County Board - Special Meeting - Jun 20, 2023 6:00 PM

2. AZO 03 - 23 : 2023-0005 Swanson Homes LLC - Rezone

7. REPORTS

A. County Administrator Review and Update

1. Market Analysis/Compensation Study Update - Randy Scholz/Toni Hohlfelder/Carlson Dettman
Human Resources Director Toni Hohlfelder provided a report on the market analysis and compensation study. At the August County Board meeting, a resolution will be brought forward with the final salary schedule, adopting the compensation study and also approving an across-the-board increase for 2024. The effective date of any approved changes would be January 1, 2024. Following the compensation study, there were 39 appeals filed. Of those, 29 were denied, and 10 were approved, 7 with a pay change, and three with no pay change.

Heather Murray of Carlson Dettman provided a presentation on the market study that was completed by her firm. Hohlfelder discussed the implementation of the study.

B. Department Reports

1. Regional Wellness Consortium Lead County 2023 Financial Impact and 2024 Staffing Requests - Tim Easker, Jessica Barrickman and Paul Brenner

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 11, 2023
6:00 PM

Human Services Director Tim Easker, provided background on the Regional Wellness Consortium. Chippewa County is the lead agency.

Human Services Fiscal Manager Paul Brenner provided information on the expenses for the consortium. They have \$13.9 million in lead agency expenses for the year, and an additional \$5.8 million in services to Chippewa County residents, for a total 2023 budget of \$19.8-19.9 million. Out of that \$13.9 million in expenses, \$12.1 million is for paying contractors for services, plus \$1.1 million for the staff for the lead agency.

RWC Director Jessica Barrickman provided information on caseloads for the CCS program, and answered questions.

C. General Reports

8. BUSINESS ITEMS

1. Res. 26-23: Resolution to Authorize Additional American Rescue Plan Act (ARPA) Funding for County Parks Improvement Projects - Randy Scholz and Larry Ritzinger

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matthew Peterson, District 10
SECONDER:	Charles Bomar, District 12
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

2. Amended 2021-2026 ARPA Plan - Randy Scholz

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jason Bergeron, District 7
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

3. Res. 27-23: Resolution to Clarify the Appointment of the Trustee for the Chippewa County Medical Reimbursement Trust - Randy Scholz

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Flater, District 1
SECONDER:	Chuck Hull, District 19
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 11, 2023
6:00 PM

4. Ordinance to Amend Chapter 22 Emergency Management of the Chippewa County Code of Ordinances - Second Reading - Randy Scholz

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

9. COUNTY BOARD CHAIR APPOINTMENTS

1. County Board Chair Appointment - NoRTAC

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jason Bergeron, District 7
SECONDER:	James Flater, District 1
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

10. COUNTY ADMINISTRATOR APPOINTMENTS

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

12. ADJOURN

Meeting adjourned at 7:28 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Ericksen, District 8
SECONDER:	Ken Schmitt, District 3 (Vice-Chair)
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	McGill, Hunt, Ives

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

JUNE 13, 2023

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://youtube.com/live/n5D_jotcV7g?feature=share

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)	Absent	
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	
Joel Seidlitz	Chippewa County	District 9	Absent	
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 were Lori Zwiefelhofer, Andy Bauer, Curt Dutton, Larry Ritzinger, Chris Elstran, Lynda Schweikert, Traci Bremness, Lisa Merrell, Todd Pauls and Jaclyn Sadler.

Randy Scholz attended via telephone

4. **APPROVAL OF AGENDA**

Minutes Acceptance: Minutes of Jun 13, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

June 13, 2023
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	Caden Berg, District 13
AYES:	Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Schmitt, Seidlitz

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

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

6. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Flater, District 1
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Schmitt, Seidlitz

1. Approval of Minutes

County Board - Regular Meeting - May 9, 2023 6:00 PM

7. REPORTS

A. County Administrator Review and Update

1. Update on Market Analysis/Compensation Study Implementation - Randy Scholz
Finance Director, Lori Zwiefelhofer, introduced the topic and explained more information would be provided at the July County Board meeting.
2. 2024-2028 Capital Improvement Plan - Randy Scholz
Finance Director, Lori Zwiefelhofer, spoke on the 2024-2028 Capital Improvement Plan

B. Department Reports

C. General Reports

8. BUSINESS ITEMS

1. Res. 18 - 23 : Resolution to Authorize Use of Sales Tax Funds to Pay Debt Service Liabilities - Randy Scholz
Finance Director, Lori Zwiefelhofer, spoke on the resolution.

Minutes Acceptance: Minutes of Jun 13, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

June 13, 2023
6:00 PM

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

2. Res. 19 - 23 : Resolution to Approve Use of Sale Tax Funds for 2024 Airport Contribution - Randy Scholz Finance Director, Lori Zwiefelhofer, spoke on the resolution.

RESULT: APPROVED [UNANIMOUS]
MOVER: Jason Bergeron, District 7
SECONDER: George Rohmeyer, District 17
AYES: Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT: Schmitt, Seidlitz

3. Res. 20 - 23 : Resolution to Authorize Sales Tax Funding For Facilities & Parks CIP Projects in 2024 - Randy Scholz and Larry Ritzinger
Larry Ritzinger, Facilities and Parks Director, spoke on the resolution and explained the different projects.

RESULT: APPROVED [UNANIMOUS]
MOVER: Annette Hunt, District 18
SECONDER: Harold Steele, District 2
AYES: Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT: Schmitt, Seidlitz

4. Res. 21 - 23 : Resolution to Authorize Funding for Highway Dept CIP Projects in 2024 - Randy Scholz and Brian Kelley
Chris Elstran, Deputy Highway Commissioner, was available for any questions on the resolution.

RESULT: APPROVED [UNANIMOUS]
MOVER: Glen Sikorski, District 6
SECONDER: George Rohmeyer, District 17
AYES: Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT: Schmitt, Seidlitz

5. Res. 22 - 23 : Resolution to Authorize Use of Sales Tax Funds for IT Replacement - Randy Scholz and Andy Bauer
IT Director, Andy Bauer, spoke on the resolution.

Minutes Acceptance: Minutes of Jun 13, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

June 13, 2023
6:00 PM

RESULT: APPROVED [UNANIMOUS]
MOVER: David Bischel, District 4
SECONDER: James Flater, District 1
AYES: Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT: Schmitt, Seidlitz

6. Res. 23 - 23 : Resolution to Authorize Use of Sales Tax Funds and Fund Balance for 2024 LCFM Projects - Randy Scholz and Lynda Schweikert
LCFM Director, Lynda Schweikert, spoke on the resolution.

RESULT: APPROVED [UNANIMOUS]
MOVER: Charles Bomar, District 12
SECONDER: Matthew Peterson, District 10
AYES: Gullickson, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT: Schmitt, Seidlitz

7. Res. 24 - 23 : Resolution to Authorize Use of Sales Tax Funds for Sheriff's Department Equipment in 2024 - Randy Scholz and Travis Hakes
Chief Deputy, Curt Dutton, spoke on the resolution and the equipment they would like to purchase.

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

8. Res. 25 - 23 : Resolution to Extend County Administrator's Employment Agreement
Todd Pauls, Corporation Counsel, introduced the resolution on the employment agreement.

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

9. Ord. 04 - 23 : Ordinance to Amend Chapter 22 Emergency Management of the Chippewa County Code of Ordinances - First Reading - Randy Scholz

Minutes Acceptance: Minutes of Jun 13, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

June 13, 2023
6:00 PM

RESULT: FIRST READING

Next: 7/11/2023 6:00 PM

9. COUNTY BOARD CHAIR APPOINTMENTS

10. COUNTY ADMINISTRATOR APPOINTMENTS

1. County Administrator Appointment - Board of Adjustment

RESULT: APPROVED [UNANIMOUS]

MOVER: Annette Hunt, District 18

SECONDER: Jason Bergeron, District 7

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

ABSENT: Schmitt, Seidlitz

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

1. Special County Board Meeting - June 20, 2023 at 6 pm
The County Board Chair reminded the board that there is a special county board meeting on June 20th at 6 pm.

12. ADJOURN

RESULT: APPROVED [UNANIMOUS]

MOVER: James Ericksen, District 8

SECONDER: Caden Berg, District 13

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

ABSENT: Schmitt, Seidlitz

Minutes Acceptance: Minutes of Jun 13, 2023 6:00 PM (Consent Agenda)

CHIPPEWA COUNTY

COUNTY BOARD

SPECIAL MEETING

JUNE 20, 2023

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

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	
Joel Seidlitz	Chippewa County	District 9	Present	
Matthew Peterson	Chippewa County	District 10	Present	
Roger Calkins	Chippewa County	District 11	Present	
Charles Bomar	Chippewa County	District 12	Absent	
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	Absent	
Dean Mueller	Chippewa County	District 20	Present	
Kari Ives	Chippewa County	District 21	Present	

Also present: Randy Scholz, Traci Bremness, Lori Zwiefelhofer, Travis Hakes, Andy Bauer, Todd Pauls, Judge Gibbs, Judge Isaacson, Judge Lane, Larry Ritzinger, Lisa Merrell, representatives from von Briesen & Roper, S.C. (by telephone).

4. **APPROVAL OF AGENDA**

Minutes Acceptance: Minutes of Jun 20, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Special Meeting

Chippewa County Courthouse, Rm 302

June 20, 2023
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Annette Hunt, District 18
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

Judge Isaacson spoke in regard to security. Isaacson noted that he is not here to advocate for the second floor alone, but for the entire building. Isaacson felt they have an obligation to keep all their employees safe, as well as their business invitees.

Judge Lane spoke, giving a history of the Integrated Security Plan. The planning for the ISP started in 2012, and it was adopted in 2014. Lane gave a synopsis of security issues both in the courthouse and in the State, that have happened just in the last 30 days. With County Board elections coming up early next year, Judge Lane urged the Board to act before they finish their terms.

Judge Gibbs stated the court officer makes a difference in their courthouse. People that are unruly, just by his presence, it gives a calming effect to everybody, but he can't do it alone. They understand levy limits, but it is something that needs to be looked at. Gibbs commended the Chair and Administrator for meeting with the Judges to discuss moving this plan forward, and stressed that it is not the second floor they are trying to protect, it is everyone. This building is a place of conflict that is constantly resolved, and since COVID, mental health issues have gotten worse, and they are seeing it every day in their courtrooms.

6. BUSINESS ITEMS

1. The County Board of Supervisors will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(d) "...considering strategy for crime detection or prevention." (Chippewa County Integrated Security Plan)

Meeting convened in closed session at 6:20 PM.

Present in closed session: All County Board members, Randy Scholz, Traci Bremness, Lisa Merrell, Todd Pauls, Larry Ritzinger, Travis Hakes, Andy Bauer and Lori Zwiefelhofer.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jason Bergeron, District 7
SECONDER:	James Flater, District 1
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

2. Reconvene to Open Session

Meeting reconvened to open session at 7:40 PM.

Minutes Acceptance: Minutes of Jun 20, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Special Meeting

Chippewa County Courthouse, Rm 302

June 20, 2023
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Ericksen, District 8
SECONDER:	Joel Seidlitz, District 9
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

3. The County Board of Supervisors will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(f) "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...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." (Regarding workplace concerns raised by a specific County employee pursuant to Chapter 7, Section 69, of the Chippewa County Human Resources Policy Manual, concerns of the conduct of a specific County official, and direction for administration)
Meeting convened in closed session at 7:48 PM.

Present in the closed session: All County Board members, Randy Scholz, Todd Pauls, and representatives from von Briesen and Roper, S.C.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jason Bergeron, District 7
SECONDER:	Matthew Peterson, District 10
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

4. Reconvene to Open Session
Meeting reconvened to open session at 8:18 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Flater, District 1
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

7. **AGENDA ITEMS FOR FUTURE CONSIDERATION**
8. **ADJOURN**

Minutes Acceptance: Minutes of Jun 20, 2023 6:00 PM (Consent Agenda)

County Board

Minutes
Special Meeting

Chippewa County Courthouse, Rm 302

June 20, 2023
6:00 PM

Meeting adjourned at 8:19 PM.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harold Steele, District 2
SECONDER:	Ken Schmitt, District 3 (Vice-Chair)
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Mueller, Ives
ABSENT:	Bomar, Hull

Minutes Acceptance: Minutes of Jun 20, 2023 6:00 PM (Consent Agenda)



STATEMENT OF EXPLANATION
 Amendatory Zoning Ordinance No. 03 - 23
SWANSON HOMES LLC - REZONE REQUEST

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

Lots 1, 2 and 3 of the Henderson Addition, (Parcel numbers: 22808-1133-65180001, 22808-1133-65180002 and 22808-1133-65180003), which are located in the SW ¼ of the SW ¼, Section 11, Township 28 North, Range 08 West, Town of Lafayette. Physical Address: Vacant land

From: Local Commercial

To: Residential 3

Amendatory Zoning Ordinance No. 03 - 23

SWANSON HOMES LLC - REZONE REQUEST

Zoning Petition No:	2023-0005
Town Board Action:	June 19, 2023 - Approved
Planning & Zoning Committee Public Hearing:	June 22, 2023
Recommendation from Planning & Zoning Committee:	Approved 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

Lots 1, 2 and 3 of the Henderson Addition, (Parcel numbers: 22808-1133-65180001, 22808-1133-65180002 and 22808-1133-65180003), which are located in the SW ¼ of the SW ¼, Section 11, Township 28 North, Range 08 West, Town of Lafayette. Physical Address: Vacant land

From: Local Commercial

To: Residential 3

The new map, now dated July, 2023, and land description are made a part of the Zoning Ordinance. All notations, references and other information shown upon said "zoning map" dated July, 2023, 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 **11th** day of **July, 2023**

RESULT:	APPROVED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Robert Teuteberg, District 14
SECONDER:	David Bischel, District 4
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, Rohmeyer, Hull, Mueller
ABSENT:	Ronald McGill, Annette Hunt, Kari Ives

(Publish – Chippewa Herald – June 8 and June 15, 2023)

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 **June 22, 2023** beginning at **4:30 PM** at the Chippewa County Courthouse, Room 302, 711 N Bridge Street, Chippewa Falls, Wisconsin relative to the following request:

Conditional Use Permit: 2023-0001

Petitioner: Pine Meadows HTP LLC

Agent: Max Gehler

To expand the number of mobile home units allowed under Conditional Use Permit 1993-0043 from 26 to 27, in accordance with section 70-71(b)(10) of the Chippewa County Zoning Ordinance, on parcel number 22810-2021-00750000, which is located in the NE ¼ of the NW ¼, Section 20, Township 28 North, Range 10 West, Town of Wheaton. Physical Address: 2429 State Highway 29.

Rezone Petition: 2023-0005

Petitioner: Swanson Homes LLC

Agent: Joel Swanson

Lots 1, 2 and 3 of the Henderson Addition, (Parcel numbers: 22808-1133-65180001, 22808-1133-65180002 and 22808-1133-65180003), which are located in the SW ¼ of the SW ¼, Section 11, Township 28 North, Range 08 West, Town of Lafayette. Physical Address: Vacant land

From: Local Commercial

To: Residential 3

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 **31st** day of **May**, 2023

Douglas Clary, Director
Department of Planning & Zoning
Chippewa County

Attachment: 2023-0005 Swanson Homes - Rezone - Public Hearing Notices & Maps (03 - 23 : 2023-0005 Swanson Homes LLC - Rezone)

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

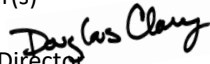
Land Records & G.I.S.

POWTS & Wells

Date: May 31, 2023

To: Property Owner(s)

From: Douglas Clary, Director



Re: Public Meetings & Public Hearing

Dear Property Owner(s):

The Chippewa County Department of Planning & Zoning has received a rezone petition for parcels of land that is 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 parcels associated with the rezone petition. If you have any questions regarding this rezone petition, please contact me at (715) 726-7941.

REZONE PETITION: #2023-0005

Property Owner: Swanson Homes LLC

Agent: Joel Swanson

Lots 1, 2 and 3 of the Henderson Addition (Parcel numbers: 22808-1133-65180001, 22808-1133-65180002 and 22808-1133-65180003), which are located in the SW ¼, of the SW ¼, Section 11, Township 28 North, Range 08 West. Town of Lafayette.

From: Local Commercial

To: Residential 3

Purpose: To construct Multi-family Dwellings (Note: Reconfigure three lots into two lots for the construction of two four-plex units)

Lafayette Town Park, Recreation & Land Use Planning Commission (PRLPC):

The PRLPC will **REVIEW** this request on **June 12, 2023** at approximately **7:00 PM**. The PRLPC will make an **ADVISORY** recommendation to the Lafayette Town Board to approve or disapprove. This meeting will be held at the Lafayette Town Hall, 5765 197th Street, Chippewa Falls, Wisconsin 54729.

Lafayette Town Board:

The Town Board will **REVIEW** this request on **June 19, 2023** at approximately **7:00 PM**. 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). This meeting will be held at the Lafayette Town Hall, 5765 197th Street, Chippewa Falls, Wisconsin 54729.

Chippewa County Planning & Zoning Committee:

The Chippewa County Planning & Zoning Committee will hold a **PUBLIC HEARING** for this petition on **June 22, 2023** at **4:30 PM** in the Chippewa County Courthouse, Room 302, 711 N Bridge Street, Chippewa Falls, Wisconsin. 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 **July 11, 2023** at **6:00 PM** for their consideration. If the Planning & Zoning Committee disapproves, the petition will fail.

Attachment: 2023-0005 Swanson Homes - Rezone - Public Hearing Notices & Maps (03 - 23 : 2023-0005 Swanson Homes LLC - Rezone)



2023-0005 Swanson Homes LLC - Rezone Request - Aerial (2021)



Attachment: 2023-0005 Swanson Homes - Rezone - Public Hearing Notices & Maps (03 - 23 : 2023-0005 Swanson Homes LLC - Rezone)



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 •

2023 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: <i>Swanson Homes LLC</i>			Name: <i>RECEIVED</i>		
Mailing Address: <i>P.O. Box 806</i>			Mailing Address: <i>MAY 16 2023</i>		
City: <i>Chippewa Falls</i>	State: <i>WI</i>	Zip: <i>54729</i>	City: <i>BY</i>	State: <i>WI</i>	Zip: <i>54729</i>
Telephone: <i>715-379-1048</i>			Telephone:		
Email Address (Required): <i>Swanson homes LLC@yahoo.com</i>			Email Address (Required):		
SECTION III: Parcel Information					
Town of: <i>Lafayette</i>			Property Address: <i>Henderson Addition Lots 1-3</i>		
Parcel Number(s): <i>22808-1133-65180001</i> <i>22808-1133-65180002</i>			City: <i>Chippewa Falls</i> State: <i>WI</i> Zip: <i>54729</i>		
Existing Zoning District(s): <i>22808-1133-65180003</i> <i>Local Commercial</i>			Proposed Zoning District(s): <i>R-3 (2) 4 plex units</i>		

GENERAL DIRECTIONS:

- Complete** this Application form and the required four (4) parts:
 - ☐ Part 1: General Questions related to the request
 - ☐ Part 2: Planning & Zoning Committee Schedule - 2023
 - ☐ Part 3: General Rezoning Process
 - ☐ Part 4: Applicant Acknowledgement/Signature
- 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.
- 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: <i>22172</i>	Appeal Number: <i>2023-0005</i>	Public Hearing Date: <i>10-22-23</i>

Attachment: 2023-0005 Swanson Homes - Rezone - Application (03 - 23 : 2023-0005 Swanson Homes LLC - Rezone)

Chippewa County – 2023 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.

- (A) 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.
- (B) 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.
- (C) Describe the present and, if known, any proposed improvements on each parcel of land.
- (D) Explain why you are requesting to rezone of each parcel. Please identify the proposed use of each parcel.
- (E) 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).
- (F) 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 - 2023

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:

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Applications Due @ 12:00 Noon	12-22	01-26	02-23	03-23	04-20	05-25	06-22	07-27	08-24	09-21	10-19	11-16
Public Hearing/Meeting (Thu)	01-19	02-23	03-23	04-20	05-18	06-22	07-20	08-24	09-21	10-19	11-16	12-14
County Board Meeting (Tues)	02-14	03-14	04-11	05-09	06-13	07-11	08-08	09-12	10-10	11-14	12-12	01-09

Note: Typically, the Planning & Zoning Committee meetings start at 4:30 PM on the designated dates above.

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.
- (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

Chippewa County – 2023 Rezone Application

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:  Date: 5-16-23
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
Wisconsin DNR
US Army Corp of Engineers
Wisconsin DOT

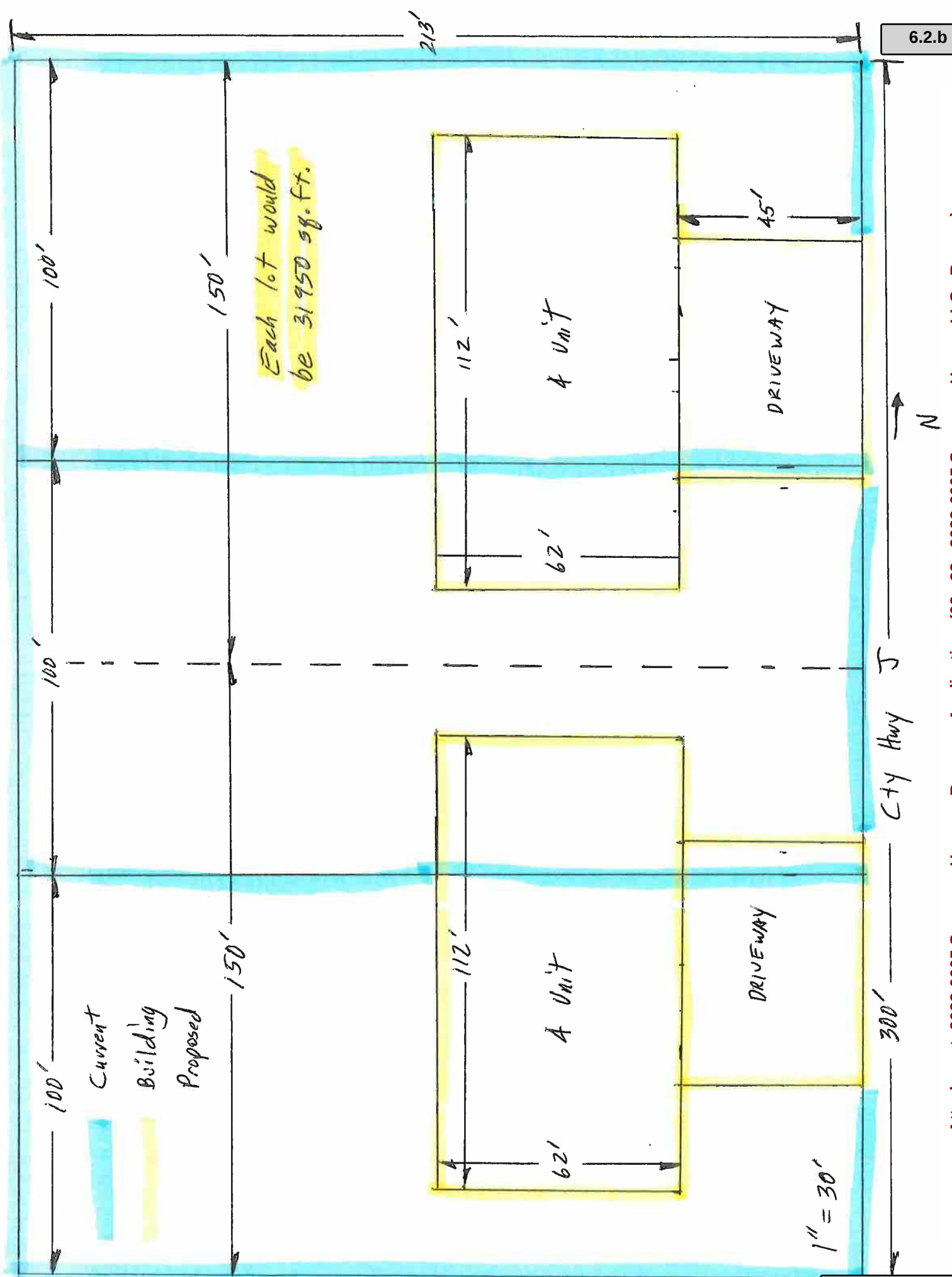
Swanson Homes LLC
P.O. Box 806
Chippewa Falls, WI 54729
715-379-1048
swansonhomesllc@yahoo.com

May 16, 2023

RE: PART 1 General Questions A-F

- A. Yes I (Swanson Homes LLC) have legal title to the property
- B. Parcels 22808-1133-65180001 through 3.
- C. Present use is vacant land zoned Local Commercial. Proposed use is R-3 multi-family for (2) 4-plex units.
- D. Directly south of the lots is a 9 unit apartment building. To the North is a mixture of single family and duplex homes. Neighborhood on west side is zoned R-3. There are currently 3 lots that would be split into 2 lots.
- E. See D.





Map

Printed 04/25/2023

Scale = 1:593'

June 1944



CHIPPewa COUNTY



6.2.b

Disclaimer: This map is a compilation of records as they appear in the Chippewa County Offices
Attachment: 2023-0005 Swanson Homes - Rezone - Application (03 - 23 : 2023-0005 Swanson Homes LLC - Rezone)



Department of Administration

Randy B. Scholz, County Administrator

June 26, 2023

TO: County Board of Supervisors

FR: Randy Scholz

REVISED FISCAL IMPACT – After Approved Appeals

RE: Update on Market Analysis/Compensation Study Implementation (Resolution #1)
Update on Issues with Jail Transportation and LESB Certification (Resolution #2)
Update on HR Policy Revisions for Jail and Telecommunications Employees (HR Policy)

Good afternoon,

You will be seeing two resolutions and a policy revision coming forward in the coming months. One resolution will be to implement our Market Analysis. The other resolution will address an issue in the Jail with transporting inmates and a policy revision will help with recruitment/retention of Jailers and Telecommunication employees. The resolutions and policy revision are not interdependent. My recommendation is to use a similar method to fund all three items. However, each item is separate and will require a separate vote by the County Board.

Update on Market Analysis/Compensation Study Implementation (Resolution #1)

First, I want to give you an update on our current market analysis. As I shared in August of 2021 and 2022, the goal for this year was to do a more comprehensive compensation study. Carlson Dettmann, LLC not only reviewed the market for our county positions, they also reviewed our overall compensation structure, which resulted in recommendations to the Salary Schedule. I also want to let you know the fiscal impact and my recommendation on how to fund it. Lastly, I want to express why I think this is a good investment in our employees and for our customers.

Carlson Dettmann, LLC made several recommendations to update Chippewa County's Salary Schedule. As a result, we support the following recommendations:

Chippewa County 2024 Wage Grid - Pending County Board Approval				
Grade	Job Title	Minimum	Control Point	Maximum

- We reduced the number of grades and changed the grades from letters to numbers. The grades were reduced to be more reflective of most salary schedules in the market. It also reduces the movement from grade to grade as we update the market analysis every two years.
- The new salary schedule reduces the percentage for many grades between control point (market) and starting wage/minimum.
- Carlson Dettmann, LLC also recommends an asymmetrical scale from minimum to control point. The control point is set at 50% of market and because of this, an employee should be experienced, fully trained and very knowledgeable in the position by the time they reach the control point.
- Carlson Dettmann, LLC also recommends that in order to keep our Salary Schedule up to date, we should move the entire Salary Schedule forward from year to year, depending on the affordability of the County and the market. For example, assuming a 3% Across the Board (ATB) wage increase for the annual employee wage increase in a year, my recommendation may be to move the salary schedule 1% for that year. Each year this would need to be evaluated though.

As you will see below, we are required by our HR policy to complete a market analysis every four years. In the past, Chippewa County has done a market analysis every two years. We did not do one in 2021 to be effective 1/1/2022 because of the pandemic. **I do not recommend waiting four years moving forward.** The market is changing very fast and the fiscal impact is less when you do the analysis every two years.

In the Chippewa County Human Resources Policy Manual under 16. Compensation System it says;

b). Market Analysis

The County shall evaluate each position against market conditions and internal comparable data at least once every four (4) years. The positions scheduled for market analysis each year shall be determined by the Human Resources Director. The Human Resources Director shall be responsible for the coordination of the Pay Grade Evaluation with the consultant.

All Pay Grade changes resulting from market analysis shall be made effective January 1st of the following year.

The Pay Grade determination of the third-party consultant is final.

c). Salary Placement

If, after a Pay Grade Evaluation, it is determined the employee's current salary is below the Starting Rate of the new Pay Grade, the employee's new rate of pay shall be increased to at least the Starting Rate of the new Pay Grade. If the employee's current rate of pay is within the new Salary Range, additional compensation may be added to the current rate of pay subject to the discretionary approval of the County Administrator.

If, after a Pay Grade Evaluation, it is determined the employee's current salary exceeds the Maximum Rate of the new Pay Grade, the employee's salary shall be "red circled" and frozen at that level until the Salary Range of the new Pay Grade catches up to the employee's salary.

We had several meetings with Carlson Dettmann, LLC to review different options. Some options discussed were to have all employees at least get moved to the starting wage or move all employees with a certain number of years of service to Control Point. Unfortunately, there were drawbacks due to compression, internal equity or the cost to implement. Therefore, we compromised on a plan to still show our employees how much they are valued at Chippewa County but still try to keep it affordable with our funding constraints.

If the recommended Salary Schedule (Resolution #1) is approved at the August County Board meeting, the fiscal investment in our employees is significant. **It is estimated that our total wages and benefits increase will be \$1,981,140 and of that approximately \$1,485,855 of property tax credit will need to be added to our current pay allocation for wages and fringe benefits to implement the 2024 Market Analysis recommendations.** There is an appeal process for our employees and if an appeal is successful there could still be some increase in cost. The difference between the property tax credit and total increases will be funded from other sources such as grants, state/federal funding, and doing work for other municipalities. Typically, we estimate that all wages and benefit increases are 50% levy/property tax credit and 50% other funding sources. However, with this large of an increase we are being very conservative with the ability of other funding sources because we aren't sure that all of those other funding sources such as state aid, grants or other user revenues will be able to fund those increases.

My recommendation is to implement this 2024 Market Analysis without increasing the mill rate. The funding will come from Sec 2-361 of our Sales and Use Tax of our Code of Ordinances. Under (a)(2) Sales tax can be utilized as a property tax credit to the county property tax levy. Therefore, the increase to tax levy in the individual department's budget will be offset by the Property Tax Levy Credit from sales tax, which will have a zero impact to the total tax levy for the county.

As per ordinance, we are not allowed to use sales tax revenues from one year until the following budget to be adopted. Over the last two years our sales tax has increased from \$6,221,525 in 2020 to \$8,304,898 in 2022. As you can see, this allows us the ability to absorb the new wage allocation. Not including the last two years, our sales tax has increased on average of 4.1% over the last 17 years. Our sales tax has only gone down twice over the 17 years; in 2009 -9.36% and 2015 -1.39%. 4.1% equals \$340,500 on the \$8,304,898 in additional funding per year. A 3% wage increase on \$1,500,000 is \$45,000 of new allocation needed to sustain the increase in wages. With the two-year lag in utilizing sales tax funding, it will give us time to plan if the sales tax does decline.

Update on Issues with Jail Transportation and Wisconsin Law Enforcements Standards Board (LESB) Certification (Resolution #2)

There will also be a separate resolution and a policy update coming forward that is designed to help deal with the following issues: Jail transports and recruitment/retention of Jailers and Telecommunication staff. You will see we can still afford to implement both plans.

A current issue in the jail with transports and other duties is they need more employees that are Wisconsin Law Enforcement Standards Board (LESB) certified. There are certain functions in the jail that only LESB employees can do. The jail currently needs to rely on patrol officers and investigators to perform some of these duties. In some cases, when we don't have investigators or patrol offers, we are outsourcing these duties and at a higher cost to the County. This obviously puts strains on those two divisions. In the new salary schedule, we are creating a Jailer II position that will require the LESB certification. These positions will be higher paid than the Jailer I position that will not require a LESB certification.

The estimated costs of this change for wages and benefits will be approximately \$48,000 which will be 100% tax levy/property tax credit. Similar to the market analysis, my recommendation is to offset with the Property Tax Credit from sales tax with a zero increase to total County tax levy needed.

Update on HR Policy Revisions Adding Shift Differential for Non-Exempt Jail and Telecommunications Employees (HR Policy)

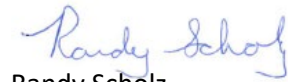
In addition, we are recommending a one dollar an hour shift differential for night shift Jailers and Telecommunicator employees for hours worked 6:00 p.m. to 6:00 a.m. It is very difficult to recruit for these positions for the night shifts. Many of the experienced staff choose to go to the day shift since they are paid the same. The total estimated cost for this recommendation is \$60,000. Similar to the market analysis and LESB certification, the costs will be added as levy to their budgets but offset for the county's levy by the Property Tax Credit from sales tax. With these additional costs we still will be able to sustain it moving forward. As was illustrated earlier in my letter.

Summary

When you add the fiscal impact of Resolution #1, Resolution #2 and the HR Policy revisions together, the total estimated cost to the property tax credit is \$1,593,855. This number has the final appeals included. I want to make it clear that Resolution #1, Resolution #2, and the HR Policy revisions are similar, but separate items. I am recommending the County Board approve all three. I feel that implementation of this 2024 Market Analysis/Compensation Study along with the modifications for the Sheriff's Department is the last piece to the puzzle of recruiting and retaining great employees for Chippewa County. Our employees have participated in our employee engagement program over the last several years. I feel we have made significant progress to make Chippewa County the best place to work in the Chippewa Valley. I no longer hear of low morale, like I first did when I got here in 2018. What I do hear, is employees do not want to leave but the pay is not enough here.

I understand the investment is significant. I believe our employees have shown they are worth the investment. I also believe our tax paying customers deserve to have the best employees to help them. No matter how good of intentions we all have, without people we are not able to provide the service our customers expect and deserve.

Sincerely,



Randy Scholz
County Administrator



2023 Compensation Study

Overview for the County Board

Randy Scholz, County Administrator
Toni Hohlfelder, Human Resources Director
June 6, 2023 and July 11, 2023

Definitions and History

Compensation Study – A comprehensive review of each individual position that applies ratings or metrics to all positions to allow us to build a pay structure / salary schedule. It also includes a Market Analysis as the final step of the process.

- 9/1/2013 w/ McGrath HR Group
- 1/1/2024 w/ Carlson Dettmann, LLC.

Market Analysis – Review of the current pay structure / salary schedule in place and make necessary market adjustments to the positions on the schedule.

- 1/1/2016 w/ McGrath HR Group
- 1/1/2018 w/ McGrath HR Group
- 1/1/2020 w/ Carlson Dettmann, LLC

Both a Compensation Study and a Market Analysis evaluates the position based on the job description/ requirements and the external market comparisons. Neither are an evaluation of the person in the position.

Timeline

- **5/9/2023 and 5/23/23** – Department Meeting - Randy and Toni discussed process and final recommendations
- **5/17/23** - Provided all employees the proposed salary schedule and an update on the process via video
- **5/22/2023 to 5/26/2023** - Department Heads and managers provide all employees their individual wage updates and explained that the rates are recommended and only final once the County Board approves the resolution
- **5/26/2023** - Executive Committee agenda went out for the 6/6/2023 Executive Committee meeting and will include the recommended salary schedule and a presentation by Carlson Dettmann, LLC to discuss the recommendations
- **6/5/2023** - Appeals are due to HR by 4:00 p.m. and reviewed by Carlson Dettmann, LLC on 6/6/2023.
- **6/6/2023 and 7/11/2023** – Report to the Executive Committee and County Board – Heather from Carlson Dettmann, Randy and Toni will present a report on the recommendations
- **8/8/2023** - Randy will bring the new Salary Schedule (with any updates from appeals) and a resolution to the County Board to approve adopting levy for the for the 1/1/2024 Compensation Study, the 7/1/2024 Across the Board increases and any 7/1/2024 Salary Schedule changes
- **11/2/2023** - The final budget hearing adopting the 2024 budget
- **1/1/2024** - Effective date of the approved Salary Schedule and all approved wage changes

Appeals Process Concluded 6/5/2023

What an Appeal is?

- A review of the grade placement to which the job is assigned.
- A request for a review of the grade due to added responsibilities or task after November 1, 2023.
- The employee believes that the job evaluation by the Consultant resulted in an error in grade placement that requires a second review.

What an Appeal is NOT?

- A request for a change due to an employee's superior performance in the position.
- A request to make a change due to internal equity (comparing yourself to other employees/positions)
- A request to make a change due to the high amount of workload or temporary duties assigned to the job.

An appeal is a chance for the County to re-calibrate jobs that may have changed during the study.

Appeal Summary

- Received a total of 39 appeals
- 29 denied
 - 11 requests were due longevity, which was a prohibited appeal reason
 - 18 requests were due to job duties listed that were already evaluated during the process or a combination of other reasons such as comparing to other people on the schedule
- 10 approved
 - 7 resulted in a pay increase
 - 3 resulted in no pay change

Any Questions, Comments, or Concerns?

Up Next

Carlson Dettmann, LLC's Heather Murray will review the Compensation Study process and Executive Summary



Chippewa County

Compensation Project

June 6, 2023

Presented By | Heather Murray, Compensation Consultant

Carlson Dettmann Consulting,
a Division of Cottingham & Butler Insurance Services, Inc.

Cottingham & Butler

AGENDA

- Review of Key Policy Issues
- Internal Consistency Review
- Target Market & Market Comparison
- Pay Structure and Administration

CARLSON
DETTMANN
CONSULTING

2

CB

4 ESSENTIAL POLICY QUESTIONS

- Define Target Market
- Determine Market Placement
- Design Structure (i.e. Plan Type)
- Develop Implementation Plan



3



Internal Consistency

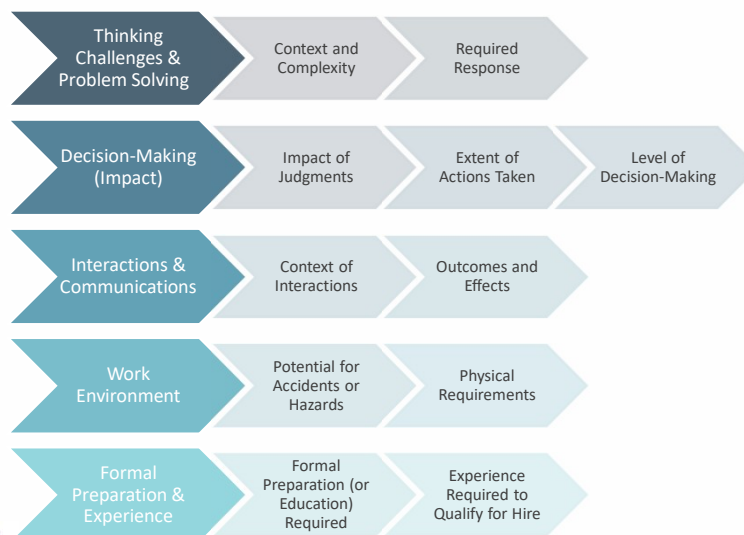
Cottingham & Butler

JOB EVALUATION → INTERNAL CONSISTENCY

Definition: formal, systematic process for ordering a set of an organization's jobs, **independent of individual performance**, into a hierarchy based on the value or worth of jobs in the organization. Said procedure is designed to aid in establishing pay differentials among the organization's jobs.

Goal: provide equity across the organization (similar and dissimilar positions) and within similar functional groups.

CDC JOB EVALUATION FACTORS



DRAFT GRADE ORDER LIST

- What was done
 - Internal Consistency Review
 - Grade order list was reviewed with Chippewa Co.
 - Internal consistency concerns were reviewed with project team
 - External Market Review
 - Compared position placement relative to market

CARLSON
DETTMANN
CONSULTING

7

CB

Target Market

Cottingham & Butler

TARGET MARKET: ANATOMY OF A BENCHMARK

- Reflective of “Marketplace”
 - Review Data/Statistics
 - Aligns with recruiting strategy/challenges
 - Local, Regional, Statewide, etc.
- Sufficient Set of Benchmark Jobs
 - Jobs having likely matches in the market
 - Fairly stable in job content
 - Representative of different pay and responsibility levels
- Data From Relevant Sources
 - Mix of data sources to provide reliable and stable data



MARKET DATA SOURCES

- | | | |
|--------------|--------------|----------------------------|
| • Barron | • Monroe | Waupaca; |
| • Calumet | • Ozaukee | Wood; |
| • Clark | • Pierce | City of Black River Falls; |
| • Columbia | • Polk | City of Chippewa Falls; |
| • Dodge | • Portage | City of Eau Claire; |
| • Douglas | • Rusk | City of Hudson; |
| • Dunn | • Sauk | City of LaCrosse; |
| • Eau Claire | • Taylor | City of Marshfield; |
| • Jefferson | • Shawano | City of River Falls |
| • La Crosse | • Sheboygan; | |
| • Marathon | • St. Croix; | |



MARKET DATA SOURCES

Other Data Sources:

- CDC Custom Public-Sector Survey (Supplemental Needs)
- Bureau of Labor Statistics
- CompData
- PayFactors
- ERI
- Willis Towers Watson

Note:

- Not all comparables (or data sources) were used for every job.
 - Nonexempt (hourly) jobs tend to be much more localized, and Exempt (salaried) tend to be more regional/statewide.
 - Many public sector classifications do not have an analogue to the private sector
- There is not data from each organization for each job.
- Any outliers (high or low values) were removed from consideration.



11



OVERALL MARKET COMPARISON

- # Benchmark positions matched
 - 52% of positions
 - 63% of employees represented by one of the benchmark positions

Overall Market Index: 93% of Median Market (variance from 73%-128%)

What causes a variance?

- Position is above or below the market average
- Tenure
- New hire placement



12



Market Placement

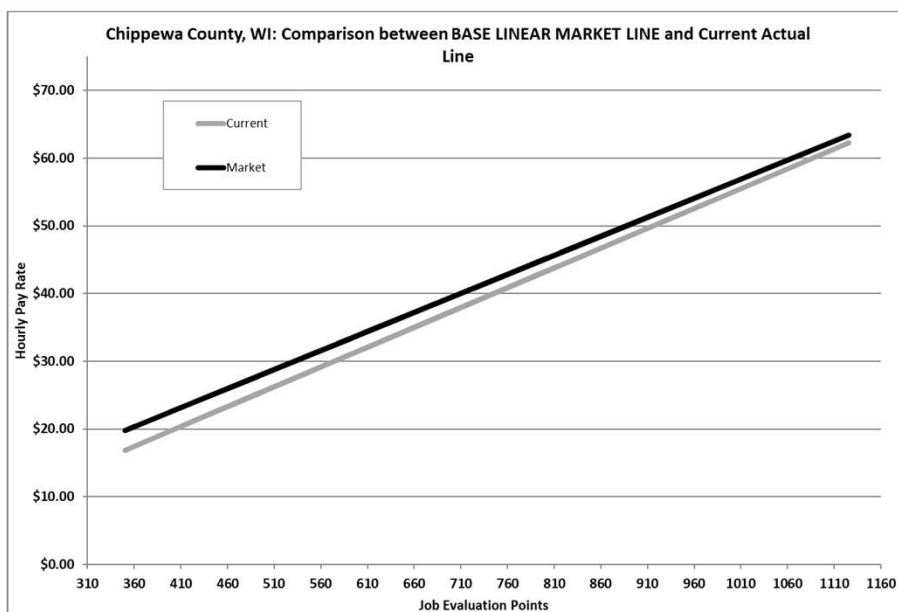
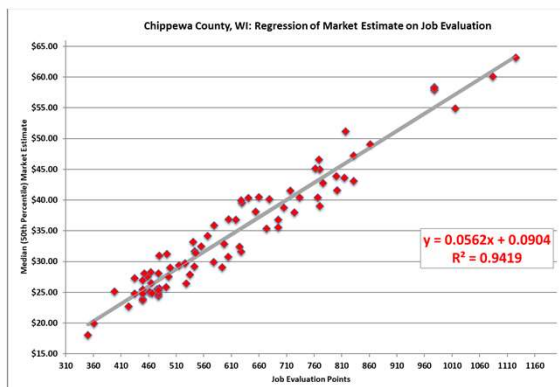
Cottingham & Butler

MARKET PLACEMENT: QUESTIONS TO CONSIDER

Where does the organization want to position itself in the labor market?

- What are the organizational priorities?
- High? Low? Middle (Average/50th Percentile)?
- Will the middle place the organization in the competitive position it desires to be in?

- Measured the correlation between job evaluation results vs. market analysis for benchmark positions.
- Job evaluation results are an excellent predictor (R^2) of market value for the organization's positions.
- Used the linear regression analysis, or line-of-best fit results, to set the "midpoint" or "control point" of the recommended pay ranges.
- Represents the best approximation of the market for a given job in a given pay grade.



Pay Structure, Administration & Implementation

Cottingham & Butler

FACTORS TO CONSIDER IN DESIGN & IMPLEMENTATION

From the employee’s perspective:

- “How do I get a raise?”

From the employer’s perspective:

Financial pressures/limitations

Policy Direction

- Organizational assessment
- Readiness and commitment
- Implementation

CARLSON
DETTMANN
CONSULTING

18

CB

ASYMMETRICAL PAY STRUCTURE

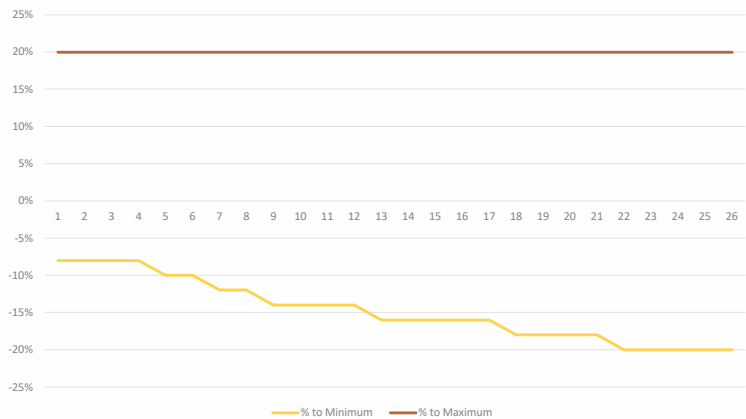
ASYMMETRICAL PAY STRUCTURE

- Shorter spread from control point to market at lower-level pay grades
- Spread increases gradually as the wage schedule progresses to higher level pay grades
- Spread from control point to maximum is equal for all pay grades



ASYMMETRICAL PAY STRUCTURE

SAMPLE ASYMMETRICAL PAY STRUCTURE



WHY CHOOSE AN ASYMMETRICAL PAY STRUCTURE

Why use Asymmetrical Pay Structure

Goal is to get lower-level positions to market more quickly

Shorter training period

Recruitment and retention of newly hired employees

PAY STRUCTURE & IMPLEMENTATION

The implementation plan developed by the County is:

1. All employees not at minimum/starting will be moved to minimum/starting.
2. Apply a longevity factor to the following:
 - a. 2 years of Chippewa County experience – employee will be placed at 2% above the new starting, if they aren't already.
 - b. 3 years of Chippewa County experience – employee will be placed at 3% above the new starting, if they aren't already.
 - c. 4 years of Chippewa County experience – employee will be placed at 4% above the new starting, if they aren't already.
 - d. 5 years of Chippewa County experience – employee will be placed at 5% above the new starting, if they aren't already.
3. All employees with 6 or more years with the County will move to the Control Point/Market.
4. If an employee was promoted in the last 6 years, the new position start date was used to apply the factors above.

Questions

Cottingham & Butler

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
1	Administrative Assistant I	\$ 13.58	\$ 14.76	\$ 17.71
	Bailiff			
2	Site Aide	\$ 14.39	\$ 15.64	\$ 18.77
3	Park Caretaker	\$ 15.26	\$ 16.59	\$ 19.91
4	Transport Officer	\$ 16.18	\$ 17.59	\$ 21.11
5	CJS Support Professional	\$ 17.16	\$ 18.65	\$ 22.38
6	Custodian	\$ 18.17	\$ 19.75	\$ 23.70
	Program Aide			
7	Administrative Assistant II	\$ 19.26	\$ 20.93	\$ 25.12
	Youth Court Coordinator			
8	Custodial Maintenance Assistant	\$ 20.41	\$ 22.18	\$ 26.62
	Highway Custodial Maintenance Assistant			
	Program Assistant			
	Traffic Control Technician			
9	Deputy County Clerk	\$ 21.64	\$ 23.52	\$ 28.22
	Deputy County Clerk/Veteran Services Specialist			
	Engineer Intern			
	Land Resource Technician			
	Land and Water Resource Technician			
	Reserve Officer I			
10	Administrative Assistant III	\$ 22.93	\$ 24.92	\$ 29.90
	Forest Maintenance Technician			
	Human Resources Assistant			
	Human Resources Assistant/F&P Administrative Asst			
	Legal Assistant			
	Operator II			
	Program Consultant			

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
11	Account Assistant	\$ 24.29	\$ 26.40	\$ 31.68
	Administrative Assistant IV			
	Deputy Register of Deeds			
	Economic Support Specialist			
	Facilities Maintenance Technician I			
	Inventory Clerk			
	Jailer I			
	Mental Health Specialist			
	Operator III			
	Parks Maintenance Technician			
	Real Property Lister			
	Reserve Officer II			
	Telecommunicator			
12	Chief Deputy Register of Deeds	\$ 25.76	\$ 28.00	\$ 33.60
	Child Support Account Specialist			
	Child Support Case Manager			
	Clerk Juvenile Court			
	Corporation Counsel Legal Assistant			
	Courts Support Specialist			
	Deputy Clerk of Courts			
	Deputy Register in Probate			
	Deputy Treasurer			
	Disability Benefit Specialist			
	Elder Benefit Specialist			
	Judicial Assistant			
	Legal Secretary			
	Mechanic I - Non Certified			
	Medical Serv Screener			
	Operator IV			
	Purchasing Clerk			
	Veterans Services Specialist			
	Victim Witness Specialist			

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
13	911 GIS Coordinator	\$ 27.31	\$ 29.69	\$ 35.63
	Accountant I			
	Assistant to the County Administrator			
	Case Manager - DHS			
	CJS Specialist			
	Contract Management and Relations Coordinator			
	Custodial Supervisor			
	Economic Support Coordinator			
	Facilities Maintenance Tech II			
	Jailer II			
	Machinist/Welder			
	Mechanic II - Certified			
	Program Agronomist			
	Reserve Officer III			
	Technical Support Analyst			
	Welder			
14	Accountant II	\$ 28.93	\$ 31.45	\$ 37.74
	Application Analyst			
	Child Support Coordinator			
	Dementia Care Specialist			
	Diversion Specialist			
	Drug Free Community Project Coordinator			
	Early Intervention Specialist			
	Emergency Communication Center Manager			
	HR Generalist			
	IT Programmer Analyst			
	Nutrition Transportation Program Supervisor			
	Office Manager			
	Recycling Coordinator			
	Victim Witness Coordinator			
	WRC Coordinator			

Attachment: Salary Schedule Effective 1-1-24 after appeals FINAL 6.6.2023 Pending CB Approval (7729 : Market Analysis/Compensation Study

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
15	Building Inspector	\$ 30.67	\$ 33.34	\$ 40.01
	Chief Deputy Clerk of Court			
	County Patrol Superintendent			
	Conservation Specialist			
	Environmental Health Specialist			
	Jail Sergeant			
	Nutritionist			
	Operations Manager			
	Options Counselor			
	Project Engineer I			
	Quality Assurance & Improvement Coordinator			
	Recovery Court Case Manager			
	Social Worker			
	System Analyst			
	Zoning Inspector			
16	Assistant Forest Administrator	\$ 31.80	\$ 35.33	\$ 42.40
	Clinician			
	Disease Investigator			
	Emergency Management Director			
	Epidemiologist			
	Hwy Paving/Crushing Superintendent			
	Network Analyst			
	Patrol Sergeant			
	Planning and Promotion Specialist			
	Project Engineer II			
	Register in Probate			
	RN			
	State Patrol Superintendent			
	Technical Support Analyst Supervisor			
17	Environmental Health Manager	\$ 33.71	\$ 37.45	\$ 44.94
	Fiscal Manager			
	GIS Coordinator			
	Hwy Facility/Fleet Superintendent			
	Nutrition Division Manager			
	Project Engineer III			
	Veterans Service Director			

Attachment: Salary Schedule Effective 1-1-24 after appeals FINAL 6.6.2023 Pending CB Approval (7729 : Market Analysis/Compensation Study

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
18		\$ 35.71	\$ 39.68	\$ 47.62
	Community Health Division Manager			
	County Surveyor			
	CYFS Division Supervisor			
	Facilities Maintenance Manager			
	Parks Manager			
	Planning & Strategy Division Manager			
19		\$ 37.00	\$ 42.04	\$ 50.45
	Economic Support Division Manager			
	Emergency Communication Center Director			
	Environmental Engineer			
	Forest Administrator			
	Lieutenant - Jail			
	Sr Fiscal Manager			
20		\$ 39.21	\$ 44.56	\$ 53.47
	ADRC Division Manager			
	Assistant Finance Director			
	County Conservationist / LCFM Director			
	CYFS Division Manager			
	Lieutenant - Field Services			
	Network Engineer			
	Project Manager			
	RWC Division Manager			
	RWC Operations Administrator			
21		\$ 41.54	\$ 47.21	\$ 56.65
	Captain - Jail			
	Child Support Director			
	CJS Director			
	Deputy Highway Commissioner			
	Facilities Parks Director			
	Planning Zoning Director			
22		\$ 43.03	\$ 50.03	\$ 60.04
	Chief Deputy			
	County Health Officer/Public Health Director			
23		\$ 45.61	\$ 53.03	\$ 63.64
	Deputy Corp Counsel			

Attachment: Salary Schedule Effective 1-1-24 after appeals FINAL 6.6.2023 Pending CB Approval (7729 : Market Analysis/Compensation Study

Chippewa County
2024 Wage Grid - Pending County Board Approval

Grade	Job Title	Minimum	Control Point	Maximum
24		\$ 48.33	\$ 56.20	\$ 67.44
	Finance Director			
	Human Resources Director			
	Information Technology Director			
25		\$ 51.23	\$ 59.57	\$ 71.48
	Highway Commissioner			
26		\$ 54.22	\$ 63.05	\$ 75.66
	Corporation Counsel			
	Human Services Director			

Attachment: Salary Schedule Effective 1-1-24 after appeals FINAL 6.6.2023 Pending CB Approval (7729 : Market Analysis/Compensation Study



TECHNICAL & EXECUTIVE SUMMARY

Chippewa County Classification & Compensation Study

Background

Chippewa County (“the County”) retained our firm to systematically evaluate job content, conduct a market analysis, and produce a new classification and compensation plan, including implementation and plan management recommendations. In addition to our PowerPoint presentation, the following summarizes our process, findings and recommendations.

Comparable Communities

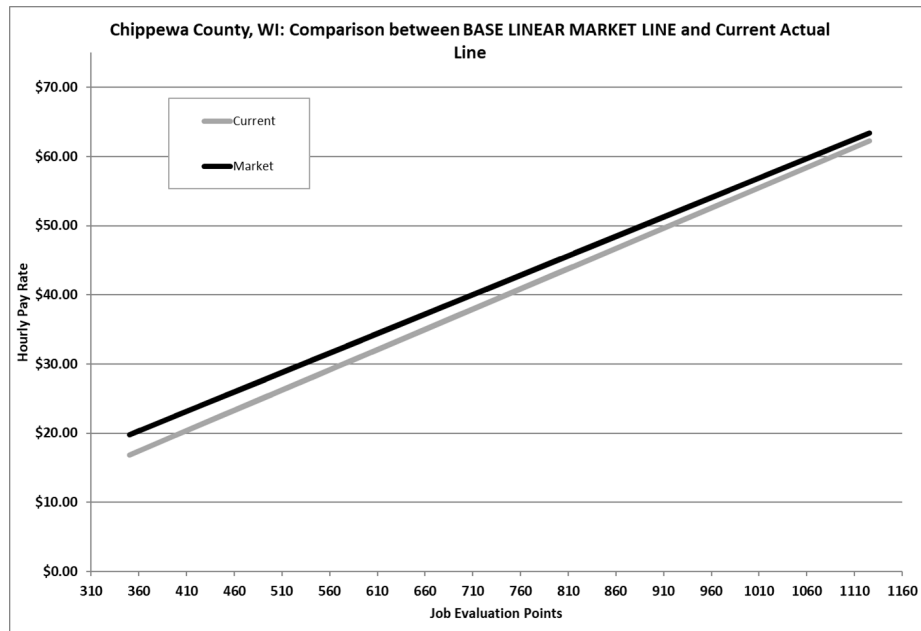
During our initial meetings with the County, we agreed to assess the following organizations for the pool of comparable communities and make a recommendation following a review of the market data:

- Barron; Calumet; Clark; Columbia; Dodge; Douglas; Dunn; Eau Claire; Jefferson; La Crosse; Marathon; Monroe; Ozaukee; Pierce; Polk; Portage; Rusk; Sauk; Taylor, Shawano; Sheboygan; St. Croix; Waupaca; Wood; City of Black River Falls; City of Chippewa Falls; City of Eau Claire; City of Hudson; City of LaCrosse; City of Marshfield; City of River Falls

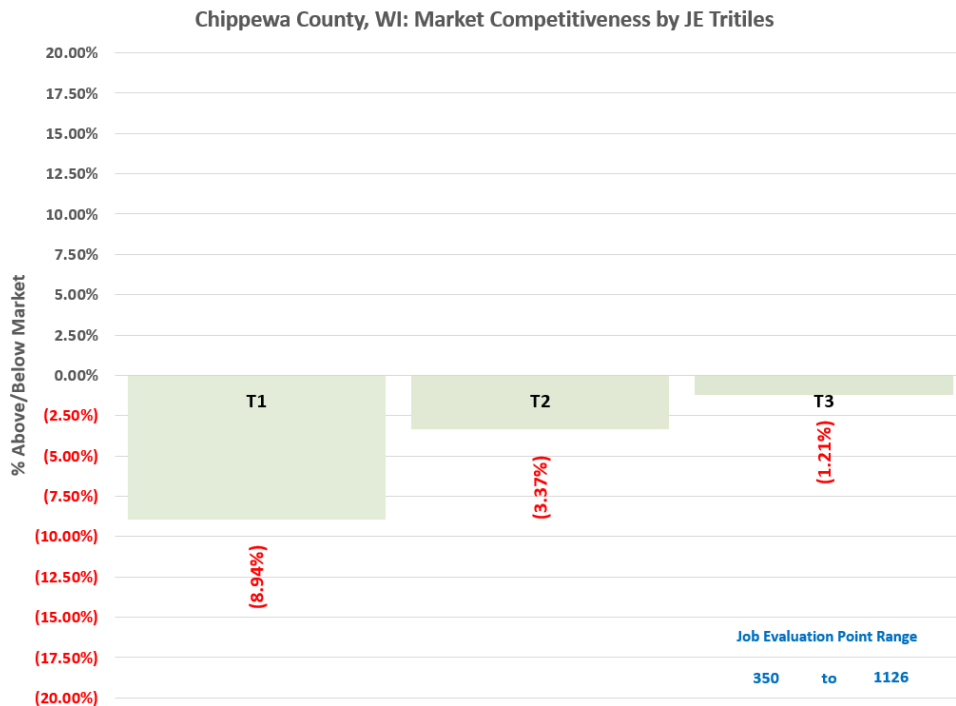
As the above list suggests, this is a comprehensive listing and it is representative of those communities that either compete for the talent the County is seeking or are similar in size or structure. We determined benchmarks and analyzed public-sector market data from the selected comparable communities. Private-sector market data, when appropriate, was obtained from the Bureau of Labor Statistics, Towers Watson, Economic Research Institute, and CompData.

Market Competitiveness

In terms of overall market competitiveness, as it relates to the benchmark positions utilized in the study, the County is currently paying slightly below the market throughout most of the measured market. We use a measure called a “market index” to compare a benchmark’s base salary to the market estimate for the benchmark position. For the County, the overall market index is approximately 96%. The statistic is an average of the benchmark market indices. The statistic provides us with a good measure of how competitive the County is on an overall basis. A market index of 96% is an indication that the County is relatively competitive overall but may be experiencing some challenges with recruiting and retaining new hires.



Another way to assess the competitiveness of the County's pay is to look at the hierarchy of benchmark jobs in segment. The largest gap is found at the bottom of the hierarchy. We are not surprised given the first quartile of wage earners has experienced the greatest increases in the last 18 months. This is not meant to suggest that all staff members are paid below market; there are some jobs paid above the market and some below.

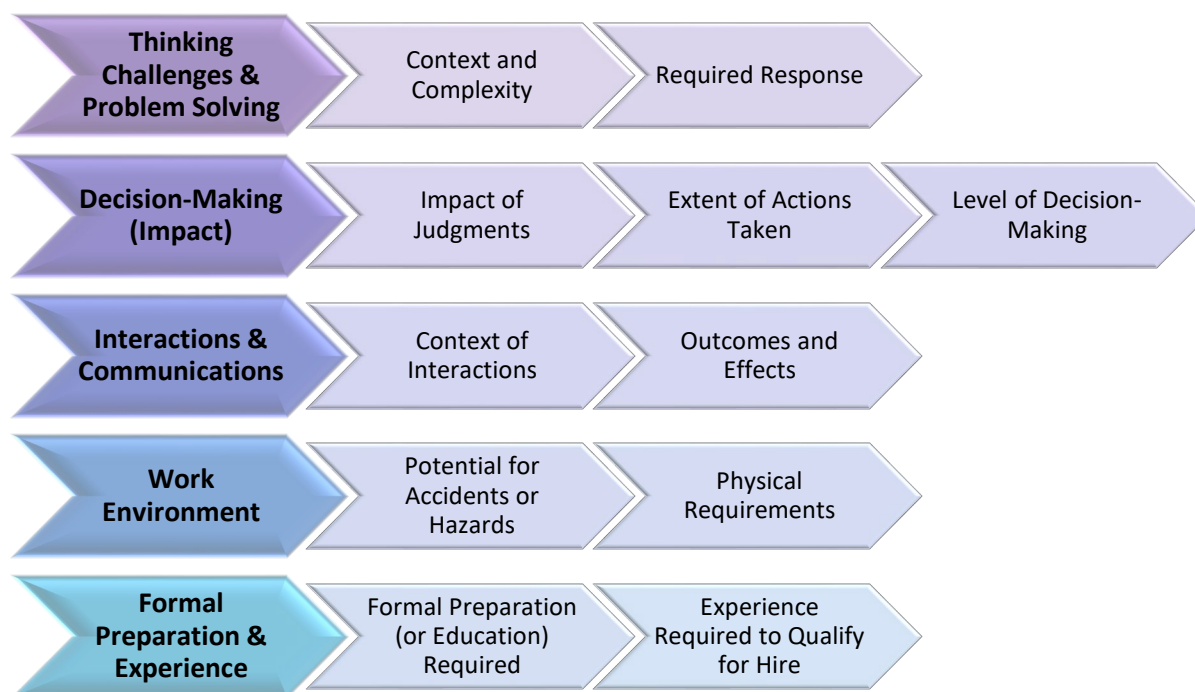


Methodology

CDC consistently recommends pay plans balanced for (1) internal equity, as measured by objective job evaluation, and (2) competitiveness, as measured by our market data. We also tailor our recommendations to the organizational culture and affordability.

Job Evaluation

At the beginning of the project, we obtained Job Descriptions from the County for each position that was part of the Classification and Compensation Study. We then evaluated each Job Description using our firm's Point Factor Job Evaluation System. Our system breaks jobs down into specifics related to five major evaluation factors, with sub-factors for each of the five major factors:



Our objective evaluation results in point scores that accumulate to a total point score for each job, allowing us to compare and contrast varied jobs using a common rating method.

Departmental Input

Following our initial evaluations, we met with each department head to review any questions we had about their respective department and/or their jobs. Taking their collective input into account, we then revisited our evaluations as necessary and appropriate to arrive at an initial internal hierarchy. The hierarchy was then shared with the County for their review and comment with only the grade letter assignments (i.e. no wages) as a reference point. This last phase likely had greater meaning for the larger departments as it allowed us to firm up the appropriate reporting relationships and address any potential areas of concern before publication.

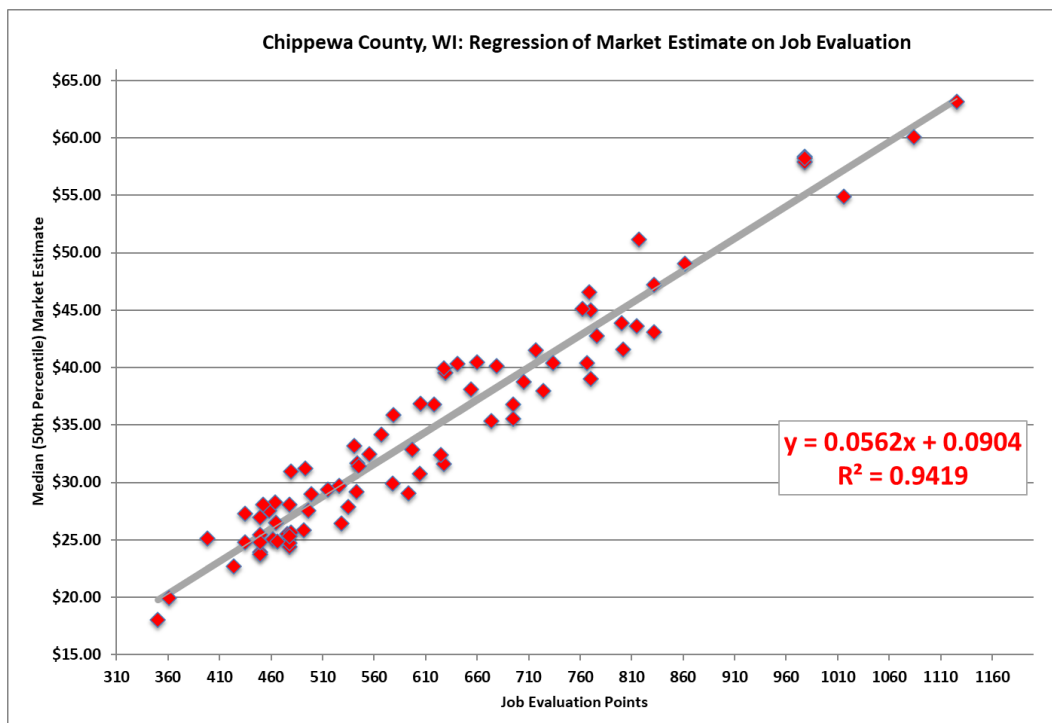
Benchmark Jobs

The job documentation and departmental interviews also provided a solid basis for matching the jobs to the external marketplace, both public and private sectors (as relevant and appropriate). Due to a variety of reasons, it is not possible to match every position in the pay plan to a corresponding job in the selected marketplace. Instead, we measured a set of “benchmark jobs”. Benchmark jobs are those that have similar duties and responsibilities across different organizations. Benchmark jobs were chosen to cover jobs spanning the entire pay plan, are then used to serve as the anchors in the development of a structure which is both internally consistent and externally competitive. Either due to the lack of sufficient data among the comparable employers, or due to the unique nature of the job, several jobs are not designated as “benchmark jobs”. The term “benchmark job” simply means that a job has solid and reliable representation in the marketplace. There were 52% of the positions that were market matched as benchmark jobs.

Even if a job is not deemed to be a benchmark job, it is placed into proper grade on the wage schedule based on its job evaluation score or, in exceptional circumstances, to relieve any compression concerns identified by the County. The list of “benchmark jobs” is provided in Appendix A.

Analysis of the “Pay Line”

The balance between internal equity and external competitiveness is achieved by using regression analysis to develop the recommended compensation structure. A scatter graph of job evaluation scores and market rates for the County’s benchmarks are below. The graph shows that as the internal value of jobs increase, measured by job evaluation scores, market pay increases, as well. As the graph indicates, the trend is very clear.



Each data point on the graph is one of the benchmark positions, representing the job evaluation score for that benchmark and the corresponding measured market estimate. The trend line (i.e. regression line, pay line, etc.) through these data points for the benchmark jobs is called a line of best fit, or regression line.

The $r^2 = 0.9419$ shown below the equation on the graph is the coefficient of determination. This is the measured correlation between job evaluation results vs. market analysis for benchmark positions. The job evaluation results are an excellent predictor of market value for the organization’s positions. The linear regression analysis, or line-of-best-fit, is used to set the “control point” of the recommended pay ranges. This represents the best approximation of the market for a given job in a given pay grade.

Pay Structure

There are several variables to consider when designing a pay structure including: employee movement in the structure, internal hierarchy/job evaluation ratings, compression concerns, unique market pressures, financial/budget pressures, and recruitment and retention strategy. Each of these factors was considered when designing the recommended pay structure.

It is recommended that Chippewa County maintain the asymmetrical open range pay structure. The asymmetrical pay structure provides a shorter spread from the minimum pay to the control point (market rate) for the lower-level paygrades. The spread between the minimum pay rate and the control point increases gradually as the wage schedule progresses to the higher level pay grades. The percentage spread

from the control point to maximum rate of pay is the same for each position grade. Appendix B is the recommended wage structure for the County.

Implementation

One of the greater challenges associated with these projects is the development of an implementation plan that balances fairness and equity with the financial limitations of the organization. Most clients choose to implement a structure based on the premise of placing employees—regardless of tenure—on the step in the new structure that provides “an increase in pay”. Other options exist, and we worked with the County to devise the strategy that best aligns with their financial and strategic goals.

Because the County went through a market review in 2019 and made adjustments to become more competitive within the market the cost impact of implementation is less than if the County had not gone through the prior process.

The County identified key areas of importance when developing its implementation plan which included employee longevity with the County or position, financial impacts, placement of employees onto the grid if below minimum/starting , internal equity and ongoing maintenance of the pay structure. The final recommended implementation plan developed by the County is:

1. All employees not at minimum/starting will be moved to minimum/starting.
2. All employees with 6 or more years with the County will move to the Control Point/Market.
3. Apply a longevity factor to the rest:
 - a. 2 years of Chippewa County experience – employee will be placed at 2% above the new starting rate, if they aren't already.
 - b. 3 years of Chippewa County experience – employee will be placed at 3% above the new starting rate, if they aren't already.
 - c. 4 years of Chippewa County experience – employee will be placed at 4% above the new starting rate, if they aren't already.
 - d. 5 years of Chippewa County experience – employee will be placed at 5% above the new starting rate, if they aren't already.
4. In calculating the 6 years, anyone who received a promotion in the last 6 years, the new position start date was used to apply the factors above.

Appendix A – Benchmark Jobs Listing

Admin Assistant II	Operator III - Heavy Equip	Project Engineer II - Grading
Custodian	Clerk Juvenile Court	Forest Administrator
HR Assistant	Legal Assistant - Corporation Counsel	Parks Manager
Real Property Lister	Jailer	RN
Account Assistant	Accountant II	Emergency Comm Center Director
Admin Assistant III	CJS Specialist	Sr Accounting Mgr
Accountant I	Mechanic I Fuel Mechanic	Patrol Sergeant
Deputy Reg in Probate	Tech Support Analyst	CYFS Division Mgr
Deputy Reg of Deeds	Chief Dep Clerk of Court	Lieutenant - Field Services
Legal Secretary	Facilities Maint Tech II	Network Engineer
Disability Benefit Specialist	Victim Witness Coord	Hwy Paving/Crushing Superintendent
Deputy Clerk of Courts	HR Generalist	ADRC Division Mgr
Economic Support Spec	Mechanic II Certified	Hwy Facility/Fleet Superintendent
Vets Services Specialist	Social Worker	Project Engineer II - Bridge
Admin Assistant IV	Project Engineer I	Child Support Director
Deputy Treasurer	Office Mgr	Economic Support Division Mgr
Legal Assistant	Jail Sergeant	County Conservation / LCFM Director
Child Support Case Manager	Network Analyst	Captain - Jail
Deputy County Clerk	Conservation Specialist	Deputy Highway Commissioner
Telecommunicator	Fiscal Mgr	Facilities Parks Director
Judicial Assistant	Vets Service Director	Project Manager
	Facilities Maint Mgr	Finance Director
	CYFS Division Supervisor	Co Hlth Officer/PH Director
	Register in Probate	Chief Deputy
	Asst to Co Admin	IT Director
	Recycling Coordinator	HR Director
	Clinician	Deputy Corp Counsel
		Human Services Director
		Highway Commissioner
		Corporation Counsel
		Emergency Mgmt Director

Appendix B – Recommended Wage Grid**Chippewa County****2024 Wage Grid**

Grade	Job Title	Minimum	Control Point	Maximum
1	Administrative Assistant I	\$ 13.58	\$ 14.76	\$ 17.71
	Bailiff			
2	Site Aide	\$ 14.39	\$ 15.64	\$ 18.77
3	Park Caretaker	\$ 15.26	\$ 16.59	\$ 19.91
4	Transport Officer	\$ 16.18	\$ 17.59	\$ 21.11
5	CJS Support Professional	\$ 17.16	\$ 18.65	\$ 22.38
6	Custodian	\$ 18.17	\$ 19.75	\$ 23.70
	Program Aide			
7	Administrative Assistant II	\$ 19.26	\$ 20.93	\$ 25.12
	Youth Court Coordinator			
8	Custodial Maintenance Assistant	\$ 20.41	\$ 22.18	\$ 26.62
	Deputy County Clerk			
	Deputy County Clerk/Veteran Services Specialist			
	Highway Custodial Maintenance Assistant			
	Program Assistant			
	Traffic Control Technician			
9	Engineer Intern	\$ 21.64	\$ 23.52	\$ 28.22
	Land Resource Technician			
	Land and Water Resource Technician			
	Reserve Officer I			
10	Administrative Assistant III	\$ 22.93	\$ 24.92	\$ 29.90
	Forest Maintenance Technician			
	Human Resources Assistant			
	Human Resources Assistant/F&P Administrative Asst			
	Inventory Clerk			
	Legal Assistant			
	Operator II			
	Program Consultant			

11	Account Assistant	\$ 24.29	\$ 26.40	\$ 31.68
	Administrative Assistant IV			
	Deputy Register of Deeds			
	Economic Support Specialist			
	Facilities Maintenance Technician I			
	Jailer			
	Mental Health Specialist			
	Operator III			
	Parks Maintenance Technician			
	Real Property Lister			
	Reserve Officer II			
	Telecommunicator			
12	Chief Deputy Register of Deeds	\$ 25.76	\$ 28.00	\$ 33.60
	Child Support Account Specialist			
	Child Support Case Manager			
	CJS Specialist			
	Clerk Juvenile Court			
	Corporation Counsel Legal Assistant			
	Courts Support Specialist			
	Deputy Clerk of Courts			
	Deputy Register in Probate			
	Deputy Treasurer			
	Disability Benefit Specialist			
	Economic Support Coordinator			
	Elder Benefit Specialist			
	Judicial Assistant			
	Legal Secretary			
	Mechanic I - Non Certified			
	Medical Serv Screener			
	Operator IV			
	Purchasing Clerk			
	Veterans Services Specialist			
	Victim Witness Specialist			
13	911 GIS Coordinator	\$ 27.31	\$ 29.69	\$ 35.63
	Accountant I			
	Assistant to the County Administrator			
	Case Manager - DHS			
	Contract Management and Relations Coordinator			

	Custodial Supervisor			
	Facilities Maintenance Tech II			
	Machinist/Welder			
	Mechanic II - Certified			
	Program Agronomist			
	Reserve Officer III			
	Technical Support Analyst			
	Welder			
14	Accountant II	\$ 28.93	\$ 31.45	\$ 37.74
	Application Analyst			
	Child Support Coordinator			
	Dementia Care Specialist			
	Diversion Specialist			
	Drug Free Community Project Coordinator			
	Early Intervention Specialist			
	Emergency Communication Center Manager			
	HR Generalist			
	IT Programmer Analyst			
	Nutrition Transportation Program Supervisor			
	Office Manager			
	Recovery Court Case Manager			
	Recycling Coordinator			
	Victim Witness Coordinator			
	WRC Coordinator			
15	Building Inspector	\$ 30.67	\$ 33.34	\$ 40.01
	Chief Deputy Clerk of Court			
	County Patrol Superintendent			
	Conservation Specialist			
	Environmental Health Specialist			
	Jail Sergeant			
	Nutritionist			
	Operations Manager			
	Options Counselor			
	Project Engineer I			
	Quality Assurance & Improvement Coordinator			
	Social Worker			
	System Analyst			
	Zoning Inspector			

16	Assistant Forest Administrator	\$ 31.80	\$ 35.33	\$ 42.40
	Clinician			
	Disease Investigator			
	Emergency Management Director			
	Epidemiologist			
	Hwy Paving/Crushing Superintendent			
	Network Analyst			
	Patrol Sergeant			
	Planning and Promotion Specialist			
	Project Engineer II			
	Register in Probate			
	RN			
	State Patrol Superintendent			
	Technical Support Analyst Supervisor			
17	Environmental Health Manager	\$ 33.71	\$ 37.45	\$ 44.94
	Fiscal Manager			
	GIS Coordinator			
	Hwy Facility/Fleet Superintendent			
	Nutrition Division Manager			
	Project Engineer III			
	Veterans Service Director			
18	Community Health Division Manager	\$ 35.71	\$ 39.68	\$ 47.62
	County Surveyor			
	CYFS Division Supervisor			
	Emergency Communication Center Director			
	Facilities Maintenance Manager			
	Parks Manager			
	Planning & Strategy Division Manager			
19	Economic Support Division Manager	\$ 37.00	\$ 42.04	\$ 50.45
	Environmental Engineer			
	Forest Administrator			
	Lieutenant - Jail			
	Sr Fiscal Manager			
20	ADRC Division Manager	\$ 39.21	\$ 44.56	\$ 53.47
	Assistant Finance Director			
	County Conservationist / LCFM Director			
	CYFS Division Manager			

	Lieutenant - Field Services			
	Network Engineer			
	Planning Zoning Director			
	Project Manager			
	RWC Division Manager			
	RWC Operations Administrator			
21	Captain - Jail	\$ 41.54	\$ 47.21	\$ 56.65
	Child Support Director			
	CJS Director			
	Deputy Highway Commissioner			
	Facilities Parks Director			
22	Chief Deputy	\$ 43.03	\$ 50.03	\$ 60.04
	County Health Officer/Public Health Director			
23	Deputy Corp Counsel	\$ 45.61	\$ 53.03	\$ 63.64
24	Finance Director	\$ 48.33	\$ 56.20	\$ 67.44
	Human Resources Director			
	Information Technology Director			
25	Highway Commissioner	\$ 51.23	\$ 59.57	\$ 71.48
26	Corporation Counsel	\$ 54.22	\$ 63.05	\$ 75.66
	Human Services Director			



STATEMENT OF EXPLANATION
REGIONAL WELLNESS CONSORTIUM LEAD COUNTY 2023 FINANCIAL
IMPACT AND 2024 STAFFING REQUESTS - TIM EASKER, JESSICA
BARRICKMAN AND PAUL BRENNER

7.B.1

The Human Services Fiscal and Contracts Division is the lead agency for the regional multi-county Recovery & Wellness Consortium (RWC). The lead agency administers all the financial components of the consortium's 100 percent Medicaid funded Comprehensive Community Services (billing, contracts, and general administration). Growth of consumers has also caused the lead agency activities to grow and expand; therefore, more staff are needed to meet the needs. Human Services Senior Fiscal Manager Paul Brenner and Regional RWC Operations Administrator Jessica Barrickman will present information and data to answer the "why" for new position requests that will be forthcoming through the 2024 budget process.

History:

05/18/23	Health & Human Services Board	REVIEWED
06/20/23	Executive Committee	REVIEWED

Chippewa County Department of Human Services Recovery & Wellness Consortium

RWC Comprehensive Community Services (CCS) System Assessment Recommendations

Presented to:

May 18, 2023 Health & Human Services Board

June 20, 2023 Executive Committee

July 11, 2023 County Board



Background and Purpose

- In about 2013, legislation was passed in WI to allow for full funding of the Comprehensive Community Services (CCS) program if delivered in a consortium model.
- In 2015, the RWC became operational with Chippewa County as the lead county agency.
 - A key lead agency duty includes the billing of Medicaid for all CCS allowable claims.
- Purpose of Presentation
 - Provide an update of the RWC program along with results of the RWC Comprehensive Assessment with recommendations.

RWC Partner Counties

- RWC Partner Counties are:
 - Buffalo
 - Burnett
 - Dunn
 - Pepin
 - Pierce
 - Polk
 - Rusk
 - Washburn

Expenses

Expenses	
Lead Agency Expenses	\$ 13,963,254
Services to Chippewa County Residents (County staff and contracted services)	\$ 5,882,897
2023 Comprehensive Community Services (CCS) Budget	\$ 19,846,151

Lead Agency Expenses

Lead Agency Expenses	
Contracted providers serving partner county residents	\$ 12,131,426
Staff (12 Full-time Equivalent Staff) <i>(Consortium Administration, IT, Fiscal)</i>	1,092,428
Quality Assurance Services <i>(Contract with Aurora Community Services)</i>	455,000 <i>(MA Billing Guidelines)</i>
Avatar Electronic Health Record	248,000
Other expenses	36,400
Total	\$ 13,963,254

Indirect Costs

Based on the Indirect Cost Plan

Identifies Central Services costs incurred that benefit Grantee Departments. Although these costs are not charged to the department they are allowable costs for reimbursement under CCS.

The majority of the indirect costs were incurred by Facilities & Parks, the Finance Division, the Treasurer and Information Technology.

Indirect costs recovered by CCS <i>(Services to residents and lead agency)</i>	\$ 217,680
---	------------

Lead Agency Additional Financial Impact

Based on the Indirect Cost Plan (Continued)	
Indirect costs recovered by CCS - Attributed to Lead Agency activities	\$100,133
Reimbursement to Department of Administration for Lead Agency activities (e.g. Corporation Counsel, IT, County Administrator)	\$ 11,472
Lead Agency Costs Recovered	\$111,605

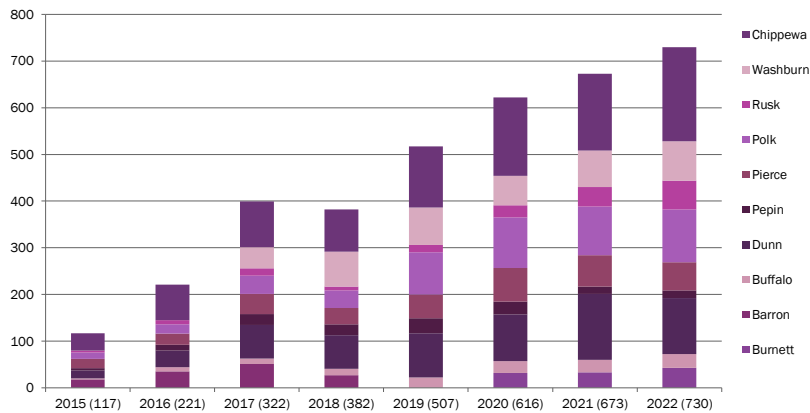
Revenue

Revenue	
2023 Budgeted Revenue	\$ 19,846,151
Revenue Sources	
Medicaid Fee-for-Service Billing (Estimated 93,331 claims billed in 2023)	\$ 14,884,613 (75%)
Medicaid Reconciliation – Summer 2024 with Payment in December 2024 (Report Total Costs – Medicaid pays costs in excess of claim payments)	\$ 4,961,538 (25%)

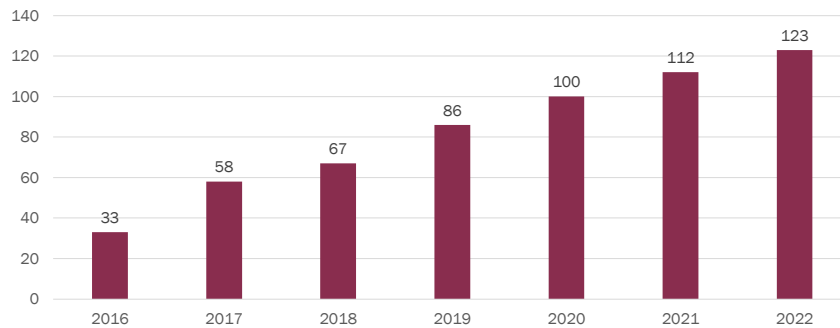
Funding

CCS Funding	
2023 Budget	\$ 19,846,151
Funding Sources	
Medicaid Fee-for-Service Billing <i>(Received 60 – 75 days in arrears)</i>	\$ 14,884,613 <i>(75%)</i>
Reconciliation Advance from State	\$ 4,500,000 <i>(23%)</i>
Working Capital Held by Lead Agency from Partner Counties	\$ 1,383,092 <i>(7%)</i>

RWC Consumers Served



Number of Contracted Agencies



RWC Growth Summary

Year	Consumers	Service Facilitator FTE	Fiscal FTE	Contracted Providers	Provider Invoices	Provider Billing	QA Contract FTE
2015	117	6.8	3.58		574	\$223,000	
2016	221	13	3.58	33	3,013	\$2,760,000	
2017	322	18.9	3.58	50	4,779	\$4,115,000	
2018	382	22.5	3.83	67	6,932	\$7,703,000	
2019	507	29.8	5.55	86	8,000	\$9,097,000	1
2020	616	36.2	5.55	100	11,000	\$10,133,000	3
2021	650	38.2	7.31	112	14,858	\$14,777,000	5
2022	731	43	7.31	123	17,978	\$17,660,000	5
2023	820	49	7.31	130	21,000	\$20,000,000	7
2024 Projection	900	69	10.31	140	24,000	\$23,000,000	7

RWC System Assessment

- **System Assessment Goal**
 - Take a step back and look at our system as a whole, identifying areas of strength, recognizing capacity and process improvement needs
- **Each of the following areas the RWC Lead County conducted System Assessments**
 - Fiscal
 - Quality Assurance
 - IT
 - Clinical
 - General Lead County Administration

2024 RWC System Assessment Recommendations

Recommendation	Action Steps	Fiscal Impact
Addition of two Account Assistants	Need based on current and fiscal trends (one hire immediately, one as needed).	\$151,000
Addition of one Accountant	Need based on current and fiscal trends.	\$81,000
Addition of a Contract Management and Relations Coordinator	This will free up .5 FTE current Accountant, while increasing time and support to ensure providers are fully vested, trained and prepared.	\$95,000
Addition of an Administrative Assistant	Providing support to Lead County team, freeing up administrative time to support the system.	\$71,000

Questions, Comments or Concerns





STATEMENT OF EXPLANATION

Resolution No. 26 - 23

RES. 26-23: RESOLUTION TO AUTHORIZE ADDITIONAL AMERICAN RESCUE PLAN ACT (ARPA) FUNDING FOR COUNTY PARKS IMPROVEMENT PROJECTS - RANDY SCHOLZ AND LARRY RITZINGER

The American Rescue Plan Act (ARPA) of 2021 is a \$1.9 trillion Economic Stimulus Package that was signed into law by President Biden on March 11, 2021. This Act appropriates direct payments to state, local, territorial and tribal governments. The payments allocated for counties are based on populations of all counties across the nations.

The American Rescue Plan Act has four allowable areas of usage for the payments:

- A. To respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses and nonprofits or aid to impacted industries such as tourism, travel, and hospitality;
- B. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- C. For the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of government of county prior to the emergency; and
- D. Make necessary investments in water, sewer or broadband infrastructure.

On July 12, 2022, the County Board approved Resolution 32-22, which authorized the use of ARPA funding for the following Parks projects:

- Otter Lake Park Bathroom - in the amount of \$325,000
- Pine Point Park Bathroom - in the amount of \$150,000

Both of the Park bathrooms were competitively bid out in May, 2023, and both bathrooms came in over-budget:

- Otter Lake Park Bathroom - The low general contractor bid and all other associated project costs total \$377,000 - which is \$52,000 over budget
- Pine Point Park Bathroom - The low general contractor bid and all other associated project costs total \$189,300 - which is \$39,300 over budget

Passage of this resolution will authorize the use of an additional \$91,300 of the American Rescue Plan Act (ARPA) funding for the Facilities and Parks Division, of the Department of Administration for the following parks improvements for 2023 through 2024:

31 1. New Bathroom / Showers at Otter Lake Park - replacement of an “end-of-life” pit
32 toilet with a fully flushable bathroom and shower facilities.

33 2. New Bathroom / New Well at Pine Point Park - replacement of an “end-of-life” pit
34 toilet with a new “Green Flush” type bathroom facility.

35 These parks improvements will benefit the citizens of Chippewa County by improving the
36 experience at the parks and enhancing the safety of park patrons.

37 Passage of this resolution will require a two-thirds vote of the membership of the
38 County Board, or 14 yes votes.

39

Resolution No. 26 - 23

**RES. 26-23: RESOLUTION TO AUTHORIZE ADDITIONAL AMERICAN RESCUE PLAN ACT (ARPA)
FUNDING FOR COUNTY PARKS IMPROVEMENT PROJECTS - RANDY SCHOLZ AND LARRY
RITZINGER**

WHEREAS, on March 11, 2021 President Biden signed into law a \$1.9 Trillion economic stimulus package called the American Rescue Plant Act of 2021 (ARPS); and

WHEREAS, ARPA provides direct payments to state, local, territorial and tribal governments; and

WHEREAS, ARPA provides direct payments to all counties across the United States according to each county' populations in relation to the total population of all such counties; and

WHEREAS, ARPA has four allowable areas of usage of the payments: negative economic impacts due to the public health emergency with respect to the Coronavirus Disease 2019 (COVIS-19); premium pay to eligible workers performing essential work during the COVID-19 public health emergency; provision for reduction in revenue for county; and to make necessary investment in water, sewer, or broadband infrastructure; and

WHEREAS, Chippewa County's estimated total ARPA allocation is \$12,559,059; and

WHEREAS, the Facilities and Parks Division of the Department of Administration has parks improvements scheduled to be completed from 2023-2024 using ARPA funds; and

WHEREAS, on July 12, 2022, the County Board approved Resolution 32-22, which authorized the use of \$555,000 of ARPA funds to be used by the Facilities and Parks Division for these park improvement projects; and

WHEREAS, these projects include the Pine Point Park bathroom project and the Otter Lake Park bathroom/shower project; and

WHEREAS, the Pine Point Park bathroom was competitively bid out in May, 2023 and Chippewa County received (1) proposal for \$175,000; and

WHEREAS, after a value engineering exercise, the Pine Point Park proposal was reduced to \$166,167 and the low general contractor bid and all other associated project costs came in at \$189,300, which is \$39,300 over the \$150,000 approved budget; and

WHEREAS, the Otter Lake Park bathroom/shower project was competitively bid out in May, 2023 and Chippewa County received (6) proposals, ranging from \$404,188 to \$302,300;

84 and

85
86 WHEREAS, the lowest general contractor bid and all other associated project costs was
87 \$377,000, which is \$52,000 over the \$325,000 approved budget; and

88
89 WHEREAS, it is the recommendation of the Facilities & Parks Director, the County
90 Administrator and the Finance Director that \$91,300 of additional ARPA funds be utilized for
91 funding the parks improvements with "Reduction in Revenue" being the allowable use as
92 defined in the Final Rule release by the U.S. Treasury; and

93
94 WHEREAS, these Facilities and Parks projects will benefit the citizens of Chippewa
95 County by improving the experience at the parks and enhancing safety of the park patrons; and

96
97 WHEREAS, a mission of the Facilities & Parks Division is "*maintaining a clean, safe,*
98 *comfortable and aesthetically pleasing environment for employees and the public we serve and*
99 *promote appropriate recreational opportunity within our county park system*"; and

100
101 WHEREAS, these funds would be transferred from the American Rescue Plan Act funds
102 (Fund 235) to the County Parks Capital Improvement account (100-51-55201) on at least an
103 annual basis and upon the completion of the park's improvement projects; and

104
105 WHEREAS, by March of 2024, any ARPA funds allocated to a project that is not expected
106 to be completed within the allotted timeframe may be redirected to other projects; and

107
108 WHEREAS, before reallocating any ARPA funds that are not used within the prescribed
109 timeframes, the County Administered will bring a resolution to the Executive Committee and
110 County Board for approval as to how those funds will be used; and

111
112 WHEREAS, the Executive Committee has reviewed and does support the use of an
113 additional \$91,300 of ARPA funds to be used to complete the park projects outlined above;

114
115 NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors
116 does hereby approve the use of an additional \$91,300 of the American Rescue Plan Act funding
117 to the Facilities and Parks Division for the Pine Point bathroom and the Otter Lake
118 bathroom/shower improvement projects from 2023 to 2024; and

119
120 BE IT FURTHER RESOLVED, that these funds be transferred from the American Rescue
121 Plan Act fund (Fund 235) to the County Parks Capital Improvement account (100-51-55201) on
122 at least an annual basis and upon completion of the park's improvement projects; and

123
124 BE IT FURTHER RESOLVED, that by March of 2024, any ARPA funds allocated to a project
125 that is not expected to be completed within the allotted timeframe, may be redirected to other
126 projects as approved by separate resolution brought by the County Administrator to the
127 Executive Committee and County Board for approval to determine how those funds will be

allocated.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

The American Rescue Plan Act (Fund 235) will be reduced by an additional \$91,300.

07/11/2023 County Board

RESULT: ADOPTED [UNANIMOUS]

MOVER: Matthew Peterson, District 10

SECONDER: Charles Bomar, District 12

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

ABSENT: Ronald McGill, Annette Hunt, Kari Ives

History:

06/20/23 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

6/6/2023

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

6/6/2023

Randy B. Scholz

Randy B. Scholz, County Administrator

6/6/2023



STATEMENT OF EXPLANATION

Resolution No. 32 - 22

RESOLUTION TO AUTHORIZE UTILIZATION OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDING FOR COUNTY PARKS PROJECTS - RANDY SCHOLZ

The American Rescue Plan Act (ARPA) of 2021 is a \$1.9 trillion Economic Stimulus Package that was signed into law by President Biden on March 11, 2021. This Act appropriates direct payments to state, local, territorial and tribal governments. The payments allocated for counties are based on populations of all counties across the nation.

The American Rescue Plan Act has four allowable areas of usage the payments:

- A. To respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses and nonprofits or aid to impacted industries such as tourism, travel and hospitality;
- B. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
- C. For the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of government or county prior to the emergency; and
- D. Make necessary investments in water, sewer or broadband infrastructure.

Chippewa County's total allocation is estimated at \$12,559,059 and is to be used for any of the four allowable areas of usage as set out above.

Passage of this resolution will authorize the use of \$555,000 of the American Rescue Plan Act (ARPA) funding for the Facilities and Parks Division of the Department of Administration for the following parks improvements for 2022 through 2024:

1. New Bathroom/Showers at Otter Lake Park - replacement of an "end-of-life" pit toilet with a fully flushable bathroom and shower facilities. The estimated cost to complete this project is \$325,000.
2. New Bathroom/New Well at Pine Point Park - replacement of an "end-of-life" pit toilet with a new "Green Flush" type toilet facility. The estimated cost to complete this project is \$150,000.
3. Replace Picnic Tables located in Pine Point Park, Otter Lake Park, Round Lake Park and Morris Erickson Park - replacement of at least 30 picnic tables located throughout our parks. The estimated cost to complete this project is \$50,000.
4. Install Automatic Firewood Dispensers at Pine Point Park, Otter Lake Park and Morris Erickson Park - installation of one firewood dispenser per park. The estimated cost to complete this project is \$30,000.

37 Any specified ARPA projects will not begin until approval of this resolution by the County
38 Board. These parks improvements benefit the citizens of Chippewa County by improving the
39 experience at the parks and enhancing the safety of park patrons.
40

Resolution No. 32 - 22

**RESOLUTION TO AUTHORIZE UTILIZATION OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDING
FOR COUNTY PARKS PROJECTS - RANDY SCHOLZ**

WHEREAS, on March 11, 2021 President Biden signed into law a \$1.9 Trillion economic stimulus package called the American Rescue Plan Act of 2021 (ARPA); and

WHEREAS, ARPA provides direct payments to state, local, territorial and tribal governments; and

WHEREAS, ARPA provides direct payments to all counties across the United States according to each county's populations in relation to the total population of all such counties; and

WHEREAS, ARPA has four allowable areas of usage of the payments: negative economic impacts due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); premium pay to eligible workers performing essential work during the COVID-19 public health emergency; provision for reduction in revenue for county; and to make necessary investments in water, sewer or broadband infrastructure; and

WHEREAS, Chippewa County's estimated total ARPA allocation is \$12,559,059; and

WHEREAS, the Chippewa County Facilities & Parks Director has parks improvements to be completed from 2022 through 2024 that could be funded with part of Chippewa County's ARPA allocation as follows:

1. New Bathroom/Shower at Otter Lake Park - replacement of "end-of-life" pit toilet with a fully flushable bathroom and shower facilities. The estimated cost to complete this project is \$325,000.
2. New Bathroom/New Well at Pine Point Park - replacement of "end-of-life" pit toilet with a new "Green Flush" type toilet facility. The estimated cost to complete this project is \$150,000.
3. Replace Picnic Tables located in Pine Point Parks, Otter Lake Park, Round Lake Park and Morris Erickson Park - replacement of at least 30 picnic tables located throughout our parks. The estimated cost to complete this project is \$50,000.
4. Install Automatic Firewood Dispensers at Pine Point Park, Otter Lake Park and Morris Erickson Park - installation of one firewood dispenser per park. The estimated cost to complete this project is \$30,000; and

WHEREAS, it is the recommendation of the Facilities & Parks Director, the County Administrator and the Finance Director that \$555,000 of ARPA funds be utilized for funding the parks improvements with "Reduction in Revenue" being the allowable use as defined in the

85 Final Rule released by the U.S. Treasury; and

86
87 WHEREAS, these Facilities and Parks projects will benefit the citizens of Chippewa
88 County by improving the experience at the parks and enhancing safety of the park patrons; and

89
90 WHEREAS, a mission of the Facilities & Parks Division is *“maintaining a clean, safe,*
91 *comfortable and aesthetically pleasing environment for employees and the public we serve and*
92 *promote appropriate recreational opportunity within our county park system”*; and

93
94 WHEREAS, these funds would be transferred from the American Rescue Plan Act funds
95 (Fund 235) to the County Parks Capital Improvement account (100-51-55201) on at least an
96 annual basis and upon the completion of the parks improvement projects; and

97
98 WHEREAS, by March of 2024, any ARPA funds allocated to a project that is not expected
99 to be completed within the allotted timeframe may be redirected to other projects; and

100
101 WHEREAS, before reallocating any ARPA funds that are not used within the prescribed
102 timeframes, the County Administrator will bring a resolution to the Executive Committee and
103 County Board for approval as to how those funds will be used; and

104
105 WHEREAS, the Executive Committee reviewed these projects on July 5, 2022 and
106 recommends that these parks improvement projects be completed with the ARPA funds;

107
108 NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors
109 does hereby approve the utilization of \$555,000 of the American Rescue Plan Act funding to the
110 Facilities and Parks Division for the parks improvements projects in 2022 through 2024; and

111
112 BE IT FURTHER RESOLVED, that these funds be transferred from the American Rescue
113 Plan Act fund (Fund 235) to the County Parks Capital Improvement account (100-51-55201) on
114 at least an annual basis and upon completion of the parks improvement projects; and

115
116 BE IT FURTHER RESOLVED, that by March of 2024, any ARPA funds allocated to a project
117 that is not expected to be completed within the allotted timeframe, may be redirected to other
118 projects as approved by separate resolution brought by the County Administrator to the
119 Executive Committee and County Board for approval to determine how those funds will be
120 allocated.

121
122 Forwarded to the County Board by the Executive Committee.

123
124 **FINANCIAL IMPACT:**

125 The American Rescue Plan Act (Fund 235) will be reduced by \$555,000 in 2022 through 2024.

126

07/12/2022 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: James Ericksen, District 8

SECONDER: Charles Bomar, District 12

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

ABSENT: Robert Teuteberg

History:

07/05/22 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

6/14/2022

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

6/14/2022

Randy B. Scholz

Randy B. Scholz, County Administrator

6/15/2022



The American Rescue Plan Act of 2021 is a \$1.9 trillion economic stimulus package signed into law by President Biden on March 11, 2021. Chippewa County received \$12,559,059 million. The funds must be obligated by December 31, 2024 and spent by December 31, 2026

ARPA Project Plan

2021 - 2026

Presented by Randy Scholz, County Administrator

Final plan presented to Executive Committee 07/05/2022

Final plan presented to County Board 07/12/2022

Approved by County Board 07/12/2022

Amended by County Board 10/11/2022

Amended by County Board 02/14/2023

PROPOSED AMENDMENTS 06/05/2023

This chart identifies the categories of eligible uses as determined by the US Treasury

 Non-Exclusive List of Eligible Uses ARPA – Local Fiscal Recovery Funds			
Responding to the Public Health Emergency	Addressing Negative Economic Impacts	Serving the Hardest Hit	Improving Access to Infrastructure
COVID-19 mitigation • Vaccinations • Personal protective equipment (PPE) • Testing • Alternative care facilities	Workers and families • Unemployment and training • Food, housing, financial security assistance • Survivor's benefit	Health disparities • Community health works • Public benefits navigators • Community violence intervention	Water and sewer • Drinking/wastewater infrastructure • Cybersecurity • Remediation of lead pipes • Stormwater/green Infrastructure
Behavioral health care • Mental health treatment • Substance abuse treatment • Crisis intervention	Small businesses • Loans • Grants • Counseling programs	Housing and neighborhoods • Homelessness • Affordable housing • Housing vouchers • Residential counseling	Broadband • Currently unserved or underserved • Modern technologies
Public health resources • Payroll for public health and similar employees	Impacted industries • Tourism • Travel • Hospitality • Non-profits	Educational disparities • Early learning services • School district resources • Educational services	<i>Note: These are examples pending final guidance from the U.S. Dept of Treasury (Treasury).</i> <i>Review Treasury documents for details:</i> • FAQs • Interim final rule
Essential workers • Premium pay • Retroactive premium pay	Public sector • Rehire public sector employees to pre-pandemic levels • Replace lost revenue	Healthy environments • Childcare • Enhanced child welfare services	

2021 - 2026 ARPA Project Plan

Approved by County Board 10-11-2022
Amended by County Board 02-14-2023



8.2.a

Note: **\$12,559,059.00** Chippewa County Total ARPA Allocation
\$6,279,529.50 1st half of ARPA funds deposited into our account 05-19-2021
\$6,279,529.50 2nd half of ARPA funds to be deposited into our account 05-22-2022

PROPOSED AMENDMENTS 06-05-2023

Year	Project Requester / Department	Project Title	Total Project Cost	Date Committee Reviewed	Source of Funding					Category for Eligible Use
					Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy	* PH Emergency * Serving Hardest Hit * Negative Economic Impacts * Improve Infrastructure * Revenue Loss
2021 Res 20-21	24/7 Telecom Inc	Broadband Expansion - Towns Wheaton & Howard	\$3,902,530	07/20/21	\$339,549	\$1,272,167	\$339,549	\$1,951,265	\$0	Improve infrastructure
2021 Res 21-21	Ntera LLC	Broadband Expansion - Towns of Goetz, Delmar, Edson & Sigel	\$3,607,500	07/20/21	\$531,657	\$1,227,093	\$45,000	\$1,803,750	\$0	Improve infrastructure
2021 Res 22-21	Bloomer Telephone Company	Broadband Expansion - Town of Eagle Point & Tilden	\$3,753,849	07/20/21	\$838,750	\$457,500	\$425,000	\$2,032,599	\$0	Improve infrastructure
2022 Res 06-22 Res 04-23	Bloomer Telephone Company	Broadband Expansion - Town of Tilden / Eagle Point and Town of Lafayette	\$9,786,634	2/24/22 CB 2/14/23 CB	\$328,818	\$1,597,500	\$94,000	\$7,116,316	\$0	Improve infrastructure
2022 Res 07-22 Res 05-23	Ntera LLC	Broadband Expansion - Town of Cleveland & Ruby	\$444,500	2/24/22 CB 2/14/23 CB	\$171,182	\$273,318	\$0	\$0	\$0	Improve infrastructure
2021 TOTAL			\$21,495,013		\$2,209,956	\$4,827,578	\$903,549	\$12,903,930	\$0	
2022 - 2024 Res 31-22	Facilities & Parks	Public Firearms Range - Lead & EPA Remediation, etc.	\$1,000,000	2/24/22 CB	\$1,000,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 32-22 Res ____-23	Facilities & Parks	New Bathroom / Showers (1) - Otter Lake Park *Request \$52,000 of additional funding due to bids rcvd	\$377,000	1/26/2022 07/11/23 CB	\$377,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 32-22 Res ____-23	Facilities & Parks	New Bathroom / New Well (1) - Pine Point Park *Request \$39,300 of additional funding due to bids rcvd	\$189,300	1/26/2022 07/11/23 CB	\$189,300	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 32-22	F&P - 2022-2024	Replace Picnic Tables (30) - Pine Point, Otter Lake, Round Lake, Morris Erickson	\$50,000	1/26/2022	\$50,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 32-22	F&P - 2022-2024	Add Automatic Firewood Dispensers (3) - Pine Point, Otter Lake, Morris Erickson	\$30,000	1/26/2022	\$30,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 33-22	Highway	Road Improvements - 3 year plan 2022 = \$1.9 million; 2023 = 3.35 million; 2024 = 2.75 million	\$8,000,000	1/26/2022	\$8,000,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024 Res 34-22 Res 06-23	LCFM	Contaminate mitigation in residential wells 2022 = \$250,000; 2023 = \$250,000	\$500,000	2/16/2022 6/15/2022	\$500,000	\$0	\$0	\$0	\$0	Revenue Loss
2023 Res 49-22	CVIC - Chippewa Valley Innovation Center	Remodel Conference Room for ADA Compliance	\$20,000	8/3/2022	\$20,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 - 2024	ARPA Funds Remaining - Contingency / Sikich Contracted Services		\$182,803		\$182,803	\$0	\$0	\$0	\$0	
2022-2026 TOTAL			\$10,349,103		\$10,349,103	\$0	\$0	\$0	\$0	
2021-2026 Grand Total for All Projects			\$31,844,116		\$12,559,059	\$4,827,578	\$903,549	\$12,903,930	\$0	

The projects below were funded by the interest earned from investing ARPA Funds.										
2022 Res 50-22	DOA - County Administrator	Employee Longevity Bonuses	\$110,000	10/4/2022	\$110,000	\$0	\$0	\$0	\$0	Revenue Loss
2022 Res 62-22	DOA - County Administrator	WPPA Employee Longevity Bonuses	\$9,176	12/6/2022	\$9,176	\$0	\$0	\$0	\$0	Revenue Loss
TOTAL			\$119,176		\$119,176	\$0	\$0	\$0	\$0	

Note: Per Res. 04-22 Guidelines & Procedure for Allocating Chippewa County ARPA Funds – by March 2024, any ARPA funds allocated to a project with an expectation the project may not be completed within the allotted timeframe, those funds may be redirected to other projects. The County Administrator will prepare a resolution to be forwarded to the Executive Committee and County Board for approval before re-allocating any funds.

2021 - 2026 ARPA Plan Justification Forms



Projects

Description	Page
Broadband Expansion - 24/7 Telecom Inc - Towns of Wheaton & Howard	5
Broadband Expansion - Ntera LLC - Towns of Goetz, Delmar, Edson & Sigel	6
Broadband Expansion - Bloomer Telephone Company - Town of Eagle Point & Tilden	7
Broadband Expansion - Bloomer Telephone Company - Town of Tilden & Eagle Point Phase 2 - Towns of Hallie/Seymour and Lafayette	8
Broadband Expansion - Ntera LLC - Town of Anson, Arthur, Cleveland, Eagle Point, Estella, Goetz, Ruby	9
Facilities & Parks - Public Firearms Range - Lead and EPA Remediation, etc.	10
Facilities & Parks - New Bathroom / Showers (1) - Otter Lake Park	11
Facilities & Parks - New Bathroom / New Well (1) Pine Point Park	12
Facilities & Parks - Replace Picnic Tables (30) - Pine Point, Otter Lake, Round Lake, Morris Erickson	13
Facilities & Parks - Add Automatic Firewood Dispenser (3) - Pine Point Park, Otter Lake, Morris Erickson	14
Highway - Road Improvements - 3 Year Plan	15
LCFM - Contaminate Mitigation in Residential Wells	17
CVIC - Remodel Conference Room for ADA Compliance	18
DOA - County Administrator - Employee Longevity Bonuses	19
DOA - County Administrator - WPPA Employee Longevity Bonuses	20

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding										
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy						
2021	24/7 Telecom Inc	Broadband Expansion - Town of Wheaton & Howard	\$3,902,530	\$339,549	\$1,272,167	\$339,549	\$1,951,265	\$0						
Category for Eligible Use Based on US Treasury Guidelines														
Improve infrastructure														
Project Description and Justification														
24/7 Telcom, Inc. is going to provide service to 478 locations in the Town of Wheaton and 131 locations in the Town of Howard.														
How Does This Project Benefit the Citizens of Chippewa County?														
This project will improve citizens ability to work from home, accesses education from home, and allow business to open/operate in rural areas.														
Department Head Recommended Ranking			Committee Approved Ranking											
1			1											
Additional Action and/or Comments from Committee														
Approved by the County Board via Resolution 20-21 on July 20, 2021														

Submitted by: Randy ScholzDate: 7/20/2021

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2021	Ntera LLC	Broadband Expansion - Towns of Goetz, Delmar, Edson & Sigel	\$3,607,500	\$531,657	\$1,227,093	\$45,000	\$1,803,750	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Improve infrastructure								
Project Description and Justification								
Ntera LLC, is going to provide service to 74 locations in the Town of Goetz, 35 locations in the Town of Delmar, 35 locations in the Town of Edson, and 140 locations in the Town of Sigel.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve citizens ability to work from home, accesses education from home, and allow business to open/operate in rural areas.								
Department Head Recommended Ranking				Committee Approved Ranking				
1				1				
Additional Action and/or Comments from Committee								
Approved by the County Board via Resolution 21-21 on July 20, 2021								

Submitted by: Randy ScholzDate: 7/20/2021

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2021	Bloomer Telephone Company	Broadband Expansion - Town of Eagle Point & Tilden	\$3,753,849	\$838,750	\$457,500	\$425,000	\$2,032,599	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Improve infrastructure								
Project Description and Justification								
Bloomer Telephone Company, is going to provide service to 205 locations in the Town of Eagle Point and 100 locations in the Town of Tilden.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve citizens ability to work from home, accesses education from home, and allow business to open/operate in rural areas.								
Department Head Recommended Ranking				Committee Approved Ranking				
1				1				
Additional Action and/or Comments from Committee								
Approved by the County Board via Resolution 22-21 on July 20, 2021								

Submitted by: Randy ScholzDate: 7/20/2021

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding									
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy					
2022	Bloomer Telephone Company	Broadband Expansion - Town of Tilden / Eagle Point and Town of Lafayette	\$9,786,634	\$328,818	\$1,597,500	\$94,000	\$7,116,316	\$0					
Category for Eligible Use Based on US Treasury Guidelines													
Improve infrastructure													
Project Description and Justification													
At the February 24, 2022 County Board brainstorming session, the County Board agreed to allocate additional ARPA funds for broadband expansion. <u>ORIGINAL PROPOSAL:</u> On March 8, 2022, Resolution 06-22 was approved by the County Board based on the original proposal below. These additional funds will allow Bloomer Telephone Company to provide service to the following locations (total locations = 607): * Town of Tilden – Phase 2 of Project – 56 locations * Town of Eagle Point – Phase 2 of Project – 66 locations * Town of Hallie – 62 locations * Town of Seymour – Eau Claire County – 458 locations * Town of Lafayette – 423 locations The Town of Seymour is not located in Chippewa County. \$650,000 is included in the Total Project Cost but not included in the Source of Funding columns. <u>REVISED PROPOSAL:</u> The PSC grant only awarded funds for the Hallie/Seymour project in the amount of \$33,586. Therefore, Bloomer Telephone Company revised the project as indicated below, pending County Board approval on February 14, 2023. * Town of Eagle Point / Tilden – 73 locations, 14+ miles of fiber * Town of Lafayette – 56 locations, 7.5 miles of fiber The revised request is to recommit \$295,232 of County funds to the newly proposed projects (total locations = 129, 22+ miles of fiber). This would address target areas that were missed due to inaccurate maps during the grant rollout.													
How Does This Project Benefit the Citizens of Chippewa County?													
This project will improve citizens ability to work from home, accesses education from home, and allow business to open/operate in rural areas.													
Department Head Recommended Ranking				Committee Approved Ranking									
1				1									
Additional Action and/or Comments from Committee													
Approved by the County Board via Resolution 06-22 on March 8, 2022 Approved by the County Board via Resolution 04-23 on February 14, 2023													

Submitted by: Randy ScholzDate: 3/1/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022	Ntera LLC	Broadband Expansion - Town of Cleveland & Ruby	\$444,500	\$171,182	\$273,318	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Improve infrastructure								
Project Description and Justification								
At the February 24, 2022 County Board brainstorming session, the County Board agreed to allocate additional ARPA funds for broadband expansion. <u>ORIGINAL PROPOSAL:</u> On March 8, 2022, Resolution 06-22 was approved by the County Board based on the original proposal below. These additional funds will allow Ntera, LLC to provide service to the following locations (total locations = 316): * Town of Anson – 27 locations * Town of Arthur – 32 locations * Town of Cleveland – 20 locations * Town of Eagle Point – 143 locations * Town of Estella – 18 locations * Town of Goetz – 21 locations * Town of Ruby – 55 locations <u>REVISED PROPOSAL:</u> The PSC grant was not awarded. Therefore, Ntera, LLC revised the project as indicated below, pending County Board approval on February 14, 2023. <u>OPTION 1</u> * Town of Cleveland * Town of Ruby The revised request is to recommit \$171,182 of County funds to the newly proposed project (total locations = 69, 12.7 miles of fiber). This option does not use any PSC grant funds. <u>OPTION 2</u> * Town of Cleveland * Town of Ruby * 80th Avenue, Cadott The revised request is to recommit \$171,182 of County funds to the newly proposed project (total locations = 208, 29.98 miles of fiber). This option is contingent upon receiving the PSC grant funds.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve citizens ability to work from home, accesses education from home, and allow business to open/operate in rural areas.								
Department Head Recommended Ranking				Committee Approved Ranking				
1				1				
Additional Action and/or Comments from Committee								
Approved by the County Board via Resolution 07-22 on March 8, 2022. Approved by the County Board via Resolution 05-23 on February 14, 2023.								

Submitted by: Randy ScholzDate: 1/6/2023

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding									
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy					
2022 - 2024	Facilities & Parks	Public Firearms Range Lead & EPA Remediation, etc.	\$1,000,000	\$1,000,000	\$0	\$0	\$0	\$0					
Category for Eligible Use Based on US Treasury Guidelines													
Revenue Loss													
Project Description and Justification													
The funds would be used for costs related to lead mitigation, soil contamination mitigation, any environmental assessments that may be needed, and any other funding needed if the Chippewa County Board decides to close the range and sell the property. This is a good use of ARPA funds because this was an unexpected cost.													
How Does This Project Benefit the Citizens of Chippewa County?													
Making sure the firearms range is clear of any lead contaminates is good for the environment and good for the citizens of the Chippewa County. It also eliminates any future concerns if Chippewa County decides to close the range and sell the property.													
Department Head Recommended Ranking				Committee Approved Ranking									
Additional Action and/or Comments from Committee													
Discussed with the County Board on 02/24/2022. Approved by the County Board via Resolution 31-22 on July 12, 2022.													

Submitted by: Larry RitzingerDate: 5/25/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022 - 2024	Facilities & Parks	New Bathroom /Shower (1) Otter Lake Park *Request \$52,000 of additional funding due to bids rcvd	\$377,000	\$377,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
This project will replace an "end-of-life" pit toilet with a fully flushable bathroom and shower facilities at Otter Lake Campground. This project will be an incredible improvement to the park. The Otter Lake Park Bathroom / Shower Project was competitively bid out in May, 2023. Chippewa County received (6) proposals, ranging from \$404,188 to \$302,300. The low general contractor bid and all other associated project costs total \$377,000 – which is \$52,000 over the \$325,000 approved budget.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve quality of life as it will greatly enhance the park patrons stay at the campgrounds.								
Department Head Recommended Ranking				Committee Approved Ranking				
Additional Action and/or Comments from Committee								
Reviewed by the Facilities & Parks Committee on 01/26/2022. Approved by the County Board via Resolution 32-22 on 07/12/2022.								

Submitted by: Larry RitzingerDate: 1/14/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022 - 2024	Facilities & Parks	New Bathroom / New Well (1) - Pine Point Park *Request \$39,300 of additional funding due to bids rcvd	\$189,300	\$189,300	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
This project will replace an "end-of-life" pit toilet at Pine Point Park with a new "Green Flush" type toilet facility. The Pine Point Park Bathroom was competitively bid out in May, 2023. Chippewa County received (1) proposal for \$175,000. After a value engineering exercise, the proposal was reduced to \$166,167. The low general contractor bid and all other associated project costs total \$189,300 – which is \$39,300 over the \$150,000 approved budget.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve quality of life. It will provide safe, sanitary, and odor free facility for campers for generations to come. This project will be a huge improvement to the park.								
Department Head Recommended Ranking				Committee Approved Ranking				
Additional Action and/or Comments from Committee								
Reviewed by the Facilities & Parks Committee on 01/26/2022. Approved by the County Board via Resolution 32-22 on 07/12/2022.								

Submitted by: Larry RitzingerDate: 1/14/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022 - 2024	Facilities & Parks	Replace Picnic Tables (30) - Pine Point, Otter Lake, Round Lake, Morris Erickson	\$50,000	\$50,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
This project will replace thirty (30) end of life picnic tables located in the parks.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will improve the quality of life as it will enhance safety in the parks.								
Department Head Recommended Ranking				Committee Approved Ranking				
Additional Action and/or Comments from Committee								
Reviewed by the Facilities & Parks Committee on 01/26/2022. Approved by the County Board via Resolution 32-22 on 07/12/2022.								

Submitted by: Larry RitzingerDate: 1/14/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding										
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy						
2022 - 2024	Facilities & Parks	Add Automatic Firewood Dispensers (3) Point Point Park, Otter Lake Park, Morris Erickson Park	\$50,000	\$50,000	\$0	\$0	\$0	\$0						
Category for Eligible Use Based on US Treasury Guidelines														
Revenue Loss														
Project Description and Justification														
This project will add automatic firewood dispensers to the three (3) parks identified above. This equipment will make firewood available to park patrons on a 24x7 time frame.														
How Does This Project Benefit the Citizens of Chippewa County?														
This project will improve quality of life. Everyone likes a good fire at camp! This equipment will make sure that firewood is always available to campers.														
Department Head Recommended Ranking			Committee Approved Ranking											
Additional Action and/or Comments from Committee														
Reviewed by the Facilities & Parks Committee on 01/26/2022. Approved by the County Board via Resolution 32-22 on 07/12/2022.														

Submitted by: Larry RitzingerDate: 1/14/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022 - 2024	Highway	Road Improvements - 3 Year Plan	\$8,000,000	\$8,000,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
This project addresses a serious need for road improvements to some of our worst conditioned low volume county highways. These road projects will recondition severely deteriorated roads so that they are in new condition when complete. This option is a plan to use \$1.9 million in 2022 and \$3.35 million in 2023 and \$2.75 million in 2024. Any remaining balance of funds will be used to repair or replace culverts as needed and also add additional mileage to our chip seal maintenance program. The next page contains a detailed list of the anticipated projects.								
How Does This Project Benefit the Citizens of Chippewa County?								
Improved county highways provide a safer transportation system and maintenance costs savings to citizens of Chippewa County.								
Department Head Recommended Ranking				Committee Approved Ranking				
1				1				
Additional Action and/or Comments from Committee								
Reviewed by the Highway Committee on January 26, 2022. Approved by the County Board via Resolution 33-22 on 07/12/2022.								

Submitted by: Brian KelleyDate: 1/27/2022

**Chippewa County
Highway Department
ARPA Projects Summary**

County Highway	Project Limits	Project Type	Estimated Cost	Project Length	Miscellaneous Funding			County Funding				Project Available
					WisDOT / Federal	Description	Other	Levy	Sales Tax	Bonding	Machinery & Buildings	
2022												
CTH D	County Line - CTH V South	Recondition	\$1,049,000	4.5 Miles		ARPA	\$1,049,000					\$1,049,000
	Various Locations (D, S, W, AA)	Culverts for ARPA Projects	\$367,000			ARPA	\$367,000					\$367,000
CTH C	STH 40 - CTH F	Culverts for '22 BIL Project	\$60,000			ARPA	\$60,000					\$60,000
	Various Locations	Chip Seal	\$79,000			ARPA	\$79,000					\$79,000
	2022 Material Cost Adjustment	Various	\$345,000			ARPA	\$345,000					\$345,000
2022 Sub Total				4.5 Miles								\$1,900,000
2023												
CTH S	STH 27 - CTH EE	Recondition	\$580,000	2.5 Miles		ARPA	\$580,000					\$580,000
CTH W	STH 27 - CTH G	Recondition	\$1,410,000	7.0 Miles		ARPA	\$1,410,000					\$1,410,000
CTH AA	CTH F - STH 40	Recondition	\$430,000	2.0 Miles		ARPA	\$430,000					\$430,000
	Various Locations (A, EE, DD, Q)	ARPA Culverts	\$368,000			ARPA	\$368,000					\$368,000
	Various Locations	Chip-Seal	\$62,000			ARPA	\$62,000					\$62,000
	2023 Material Cost Adjustment	Various	\$500,000			ARPA	\$500,000					\$500,000
2023 Sub Total				11.5 Miles								\$3,350,000
2024												
CTH A	Dunn Co. Line - 170th Ave	Recondition	\$910,000	3.7 Miles		ARPA	\$910,000					\$910,000
CTH EE	CTH S - 170th Avenue	Recondition	\$740,000	3.0 Miles		ARPA	\$740,000					\$740,000
CTH DD	CTH A - 186th Avenue	Recondition	\$410,000	1.9 Miles		ARPA	\$410,000					\$410,000
CTH Q/AA	CTH SS - 83rd St.	Recondition	\$640,000	2.7 Miles		ARPA	\$640,000					\$640,000
	Various Locations	Chip-Seal	\$50,000			ARPA	\$50,000					\$50,000
2024 Sub Total				11.3 Miles								\$2,750,000
ARPA Grand Total			\$8,000,000	27.3 Miles	\$8,000,000							

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022 - 2026	Land Conservation & Forest Management	Contaminate Mitigation in Residential Wells	\$500,000	\$500,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
The project would consist of drilling 5 wells in the nitrate sensitive areas to provide clean drinking water for the residents in rural Chippewa County and continue monitoring the groundwater to study the effects of remediation practices in the area. We will then utilize our groundwater flow models to identify source areas of the groundwater contamination. We will use this information to focus our information and education programs on the importance of nitrate reduction conservation practices. This will be combined with a cover crop program to incentivize them in utilizing cover crops to take up excess nitrogen after the harvest, increase the use of no-till planting into the green cover crop, decreasing the need for nitrogen and establishing a farmer led watershed group to facilitate new ideas on how to implement decreased nitrogen practices. The final phase is to come up with an information/education program to inform well owners of the need for annual testing and protection. \$25,000 The estimate costs: \$125,000 Water refill stations \$50,000 Testing nitrate remediation strategies \$280,000 Cover Crop Cost Share Program \$20,000 No-till planting incentives \$25,000 Information/Education program <u>NOTE:</u> \$250,000 will be allocated starting with the passage of a resolution for 2022. The additional \$250,000 may be allocated in 2023, by a separate resolution, after a report is given to the County Board on the progress of the program and how the first \$250,000 was used.								
How Does This Project Benefit the Citizens of Chippewa County?								
These nitrate remediation projects will provide a clean water supply for the residents who currently have nitrate impaired wells above the state water drinking standard and will work to provide remediation in the agricultural industry to incentivize ways to reduce the inputs of nitrogen in the sensitive groundwater areas. This in turn will reduce the amount of nitrogen available for leaching.								
Department Head Recommended Ranking				Committee Approved Ranking				
1				1				
Additional Action and/or Comments from Committee								
Reviewed by the Land Conservation & Forest Management Committee on February 24, 2022 and June 15, 2022. The funding allocation was amended by the Executive Committee July 5, 2022. Approved by the County Board via Resolution 34-22 on July 12, 2022 for the first \$250,000 Approved by the County Board via Resolution 06-23 on February 14, 2023 for the remaining \$250,000.								

Submitted by Lynda SchweikertDate: 1/14/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2023	CVIC - Chippewa Valley Innovation Center	Remodel Conference Room for ADA Compliance	\$20,000	\$20,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue Loss								
Project Description and Justification								
To remodel an office on the lower level into a conference room. The conference room would have audio visual capabilities and would be ADA compliant. The current conference room does not have audio visual equipment and is not easily accessible.								
How Does This Project Benefit the Citizens of Chippewa County?								
This project will allow remote meetings and will allow everyone easy access to the conference room.								
Department Head Recommended Ranking				Committee Approved Ranking				
n/a								
Additional Action and/or Comments from Committee								
Reviewed by the Economic Development Committee on 08/03/2022. Resolution 49-22 approved by the County Board on 10/11/2022.								

Submitted by: Thomas Waldusky, CVIC Board PresidentDate: 7/21/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022	DOA - County Administrator	Employee Longevity Bonuses	\$110,000	\$110,000	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Project Description and Justification								
<u>Note:</u> This project was funded by the interest earned from investing ARPA Funds. With the increases in wages that the private sector employees are currently receiving, this is a way to make our long-term employees feel appreciated. It is part of our overall strategy to recruit and retain outstanding employees. It is also an effort to reach our goal of making Chippewa County the best place to work in the Chippewa Valley. The County Board recently adopted a new Longevity Bonus Policy for our employees in an effort to express appreciation for and reward long standing employees for their dedicated service to the County. The first bonuses under that new policy will be paid in May 2023. Several employees are not able to be recognized for their milestone anniversaries due to timing of when the new Longevity Bonus Policy is implemented. Utilization of ARPA funds would allow us to give every full-time and part-time employee \$200 for every 5-year milestone anniversary missed as laid out in our Longevity Bonus Policy. Here are two examples: 1) If an employee was here for 21 years, they would receive \$800. (\$200 X 4 missed milestone bonuses) 2) If an employee was here for 11 years, they would receive \$400. (\$200 X 2 missed milestone bonuses) We are anticipating to utilize interest from ARPA funds for most, if not all, of this one-time initiative.								
How Does This Project Benefit the Citizens of Chippewa County?								
The citizens demand and deserve high quality customer service and without retaining great employees this is not possible.								
Department Head Recommended Ranking				Committee Approved Ranking				
n/a								
Additional Action and/or Comments from Committee								
Reviewed by the Executive Committee on October 4, 2022 Resolution 50-22 approved by the County Board on October 11, 2022								

Submitted by: Randy ScholzDate: 10/4/2022

Chippewa County
2021 - 2026 ARPA Project Justification Form

Budget Year	Project Requester / Department	Project Name	Total Project Cost	Source of Funding				
				Chippewa County ARPA Funding	Project Requester / Department Funding	Other Municipality Funding	Grants / Other	Levy
2022	DOA - County Administrator	WPPA Employee Longevity Bonuses	\$9,176	\$9,176	\$0	\$0	\$0	\$0
Category for Eligible Use Based on US Treasury Guidelines								
Revenue loss								
Project Description and Justification								
<u>Note:</u> This project was funded by the interest earned from investing ARPA Funds. With the increases in wages that the private sector employees are currently receiving, this is a way to make our long-term employees feel appreciated. It is part of our overall strategy to recruit and retain outstanding employees. It is also an effort to reach our goal of making Chippewa County the best place to work in the Chippewa Valley. The County Board recently adopted a new Longevity Bonus Policy for our employees in an effort to express appreciation for and reward long standing employees for their dedicated service to the County. The first bonuses under that new policy will be paid in May 2023. Several employees are not able to be recognized for their milestone anniversaries due to timing of when the new Longevity Bonus Policy is implemented. Utilization of ARPA funds would allow us to give every full-time and part-time employee \$200 for every 5-year milestone anniversary missed as laid out in our Longevity Bonus Policy. Here are two examples: 1) If an employee was here for 21 years, they would receive \$800. (\$200 X 4 missed milestone bonuses) 2) If an employee was here for 11 years, they would receive \$400. (\$200 X 2 missed milestone bonuses) We are anticipating to utilize interest from ARPA funds for most, if not all, of this one-time initiative.								
How Does This Project Benefit the Citizens of Chippewa County?								
The citizens demand and deserve high quality customer service and without retaining great employees this is not possible.								
Department Head Recommended Ranking				Committee Approved Ranking				
n/a								
Additional Action and/or Comments from Committee								
Resolution 62-22 was approved by the County Board on 12/13/2022								

Submitted by Randy ScholzDate: 12/6/2022



STATEMENT OF EXPLANATION

Resolution No. 27 - 23

RES. 27-23: RESOLUTION TO CLARIFY THE APPOINTMENT OF THE TRUSTEE FOR THE CHIPPEWA COUNTY MEDICAL REIMBURSEMENT TRUST - RANDY SCHOLZ

Health reimbursement arrangements ("HRAs") are an allowed tax-exempt funding mechanism used to pay for unreimbursed medical expenses, and are governed by trust documents and plan documents in accordance with federal and state rules and regulations. Chippewa County offers three (3) types of HRAs to eligible employees and retirees - a Health Plan HRA, a PTO Conversion HRA and an Accumulated Leave Conversion HRA. The Health Plan HRA, the Accumulated Leave Conversion Plan HRA and the trusts used to hold these HRA funds were established effective January 1, 2004. In 2013, a trust-based HRA for the PTO Conversion HRA was established. The County also further consolidated all of the HRAs under one plan document and one trust agreement in 2013 and amended and restated the trust agreement in 2020 to clarify the current structure and operation of the Chippewa County Health Reimbursement Arrangements ("HRAs") under the terms of the Chippewa County Medical Reimbursement Trust (the "Trust").

Per the Trust documentation, Chippewa County has the authority to appoint the trustee of the Trust, including the power to appoint a successor trustee when a trustee resigns due to termination of employment or otherwise. Prior to County Administrator Randy Scholz, Chippewa County appointed County Administrator Frank Pascarella as the trustee of the Trust. As a part of the 2020 clarification, the County Board authorized the County Administrator (via Resolution No. 35 - 20) to take any and all actions necessary "with respect to Administration of the HRAs." Chippewa County has conferred with its outside counsel and believes it is prudent to pass a clarifying resolution clearly stating that Chippewa County has deemed the position of County Administrator as the trustee of the Trust, unless Chippewa County takes written action to specifically appoint a different trustee. This resolution will eliminate the need for Chippewa County to formally appoint a new trustee each time Chippewa County appoints a new County Administrator. Nothing in this resolution prohibits Chippewa County from appointing a different trustee in the future if the need arises.

Resolution No. 27 - 23

**RES. 27-23: RESOLUTION TO CLARIFY THE APPOINTMENT OF THE TRUSTEE FOR THE
CHIPPEWA COUNTY MEDICAL REIMBURSEMENT TRUST - RANDY SCHOLZ**

WHEREAS, health reimbursement arrangements ("HRAs") are an allowed tax-exempt funding mechanism used to pay for unreimbursed medical expenses, and are governed by trust documents and plan documents in accordance with federal and state rules and regulations; and

WHEREAS, Chippewa County (the "County") offers three (3) types of HRAs to eligible employees and retirees - a Health Plan HRA, a PTO Conversion HRA and an Accumulated Leave Conversion HRA; and

WHEREAS, the Health Plan HRA, the Accumulated Leave Conversion Plan HRA and the trusts used to hold these HRA funds were established effective January 1, 2004; and

WHEREAS, pursuant to Resolution 52-12, the County Administrator established a trust-based Health Reimbursement Arrangement for the PTO Conversion HRA, which included creating a trust agreement and a summary plan description to govern the PTO Conversion HRA effective January 1, 2013; and

WHEREAS, the County consolidated the administration of all of the HRAs under one plan document and one trust agreement effective June 1, 2013, (the "Trust"); and

WHEREAS, pursuant to Resolution 35-20, the County amended and restated the trust agreement and associated documents on October 15, 2020; and

WHEREAS, the Trust has been reviewed by outside counsel and it is recommended that the County clarify that, pursuant to its authority under Section 11.3 of the Trust, the individual holding the County Administrator position shall be deemed the appointed trustee of the Trust without any further action needed; however, such deemed appointment can be nullified or terminated by express written action by the County indicating an alternative appointment; and

WHEREAS, the current County Administrator has been appointed trustee of the Trust by the County, and any subsequent County Administrators shall act as the successor trustee, unless the County takes express, written action to otherwise appoint a different successor trustee;

NOW, THEREFORE BE IT RESOLVED, that the County Board has deemed and approved the position of the County Administrator as the trustee of the Trust unless otherwise specified in writing.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

The fiscal impact to Chippewa County will be any costs incurred to effectuate this resolution, which are expected to be minimal.

07/11/2023 County Board

RESULT: ADOPTED [UNANIMOUS]

MOVER: James Flater, District 1

SECONDER: Chuck Hull, District 19

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

ABSENT: Ronald McGill, Annette Hunt, Kari Ives

History:

06/20/23 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

6/5/2023

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

6/5/2023

Randy B. Scholz

Randy B. Scholz, County Administrator

6/5/2023



STATEMENT OF EXPLANATION

Resolution No. 35 - 20

RESOLUTION TO APPROVE AMENDMENT AND RESTATEMENT OF THE TRUST AGREEMENT FOR THE CHIPPEWA COUNTY MEDICAL REIMBURSEMENT TRUST

1 Health reimbursement arrangements ("HRAs") are an allowed tax exempt funding
2 mechanism used to pay for unreimbursed medical expenses, and are governed by trust
3 documents and plan documents in accordance with federal and state rules and regulations.

4 Chippewa County offers three (3) types of HRAs to eligible employees and retirees - a
5 Health Plan HRA, a PTO Conversion HRA and an Accumulated Leave Conversion HRA. The
6 Health Plan HRA, the Accumulated Leave Conversion Plan HRA and the trusts used to hold these
7 HRA funds were established effective January 1, 2004. In 2013, a trust-based HRA for the PTO
8 Conversion HRA was established. The County also further consolidated all of the HRAs under
9 one plan document and one trust agreement in 2013.

10 The purpose of this resolution is to clarify the current structure and operation of the
11 Chippewa County Health Reimbursement Arrangements ("HRAs") under the terms of the
12 Chippewa County Medical Reimbursement Trust (the "Trust"), to consolidate all amendments
13 to the Trust into a single document, and to update the Trust to be in accord with current law
14 based on a review of the trust agreement and all associated documents by outside legal
15 counsel.

16

Resolution No. 35 - 20

**RESOLUTION TO APPROVE AMENDMENT AND RESTATEMENT OF THE TRUST AGREEMENT
FOR THE CHIPPEWA COUNTY MEDICAL REIMBURSEMENT TRUST**

WHEREAS, health reimbursement arrangements ("HRAs") are an allowed tax exempt funding mechanism used to pay for unreimbursed medical expenses, and are governed by trust documents and plan documents in accordance with federal and state rules and regulations; and

WHEREAS, Chippewa County (the "County") offers three (3) types of HRAs to eligible employees and retirees - a Health Plan HRA, a PTO Conversion HRA and an Accumulated Leave Conversion HRA; and

WHEREAS, the Health Plan HRA, the Accumulated Leave Conversion Plan HRA and the trusts used to hold these HRA funds were established effective January 1, 2004; and

WHEREAS, pursuant to Resolution 52-12, the County Administrator established a trust-based Health Reimbursement Arrangement for the PTO Conversion HRA, which included creating a trust agreement and a summary plan description to govern the PTO Conversion HRA effective January 1, 2013; and

WHEREAS, the County consolidated the administration of all of the HRAs under one plan document and one trust agreement effective June 1, 2013; and

WHEREAS, the trust agreement and associated documents have been reviewed by outside counsel and it is recommended that the trust agreement be amended and restated to clarify the current structure and operation of the HRAs, to consolidate all amendments to the trust into a single document, and to update the trust to account to be consistent with current law;

NOW, THEREFORE BE IT RESOLVED, that the County Board approves the Amendment and Restatement of Trust Agreement and affirms all of the County Administrator's actions with respect to the Amendment and Restatement of Trust Agreement; and

BE IT FURTHER RESOLVED, that the County Board authorizes the County Administrator to take any and all actions necessary on behalf of the County to effectuate the recommendations of our outside counsel and with respect to the Administration of the HRAs.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

59 The fiscal impact to Chippewa County will be the costs incurred to effectuate the changes to the
60 HRA trusts. Those costs would likely include additional legal fees, which are unknown at this
61 time.

62
63 10/13/2020 County Board
64

65
66 History:

67 09/15/20 Executive Committee FORWARD TO COUNTY BOARD
68

Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel

9/3/2020

Lori Zwiefelhofer
Lori Zwiefelhofer, Interim Finance Director

9/3/2020

Randy B. Scholz
Randy B. Scholz, County Administrator

9/3/2020

69

AMENDED AND RESTATED TRUST AGREEMENT FOR

CHIPPEWA COUNTY
MEDICAL REIMBURSEMENT
TRUST

THE
CHIPPEWA COUNTY
MEDICAL REIMBURSEMENT
TRUST

THIS AMENDED AND RESTATED TRUST AGREEMENT (the “**Agreement**”) is made effective as of the latest date signed below, by and between Chippewa County, Wisconsin, a governmental entity (the “**Employer**”) and the County Administrator of Chippewa County, Wisconsin, a governmental entity (“**Trustee**”) to amend and restate the terms of the Chippewa County Medical Reimbursement Trust adopted effective January 1, 2004.

RECITALS:

WHEREAS, the Employer is a political subdivision of the State of Wisconsin, which is exempt from federal income tax under the Code;

WHEREAS, the Employer provides for the welfare of its eligible employees and retirees and their dependents by maintaining one or more employee welfare benefit plans, which provide health and other benefits through insurance contracts or self-funded medical reimbursement arrangements;

WHEREAS, the Employer created the Chippewa County Prime Core 16 Medical Expense Trust effective January 1, 2004 to secure and hold contributions for the Core 16 Medical Reimbursement Plan, which is a health reimbursement arrangement that is integrated with the Employer’s high deductible health insurance and which is funded by annual Employer contributions for the benefit of eligible employees and retirees and their dependents;

WHEREAS, the Employer created the Chippewa County Medical Reimbursement Trust effective January 1, 2004 to secure and hold contributions from the Accumulated Leave Conversion Plan and administer such contributions as a health reimbursement arrangement for the benefit of eligible retirees and their dependents;

WHEREAS, the County Administrator established a trust based Health Reimbursement Arrangement for the PTO Conversion HRA, which included creating a trust agreement and a summary plan description to govern the PTO Conversion HRA effective January 1, 2013, pursuant to Resolution 52-12, dated November 8, 2012, which was subsequently frozen effective January 1, 2014;

WHEREAS, in an effort to simplify the administration of the above-referenced health reimbursement arrangements and the trusts and plans relating to such arrangements, effective June 1, 2013 the Employer amended, restated, and consolidated the individual trusts of each HRA into this single trust agreement, which is governed by the terms below, and permits the Trustee to also secure and hold contributions pursuant to the above referenced health reimbursement arrangements;

WHEREAS, in furtherance of the above goal, the Employer also adopted the Chippewa County Employee HRA Plan and the Chippewa County Retiree HRA Plan (**each, a “Plan”**). The Chippewa County Employee HRA Plan is comprised of the Health Plan HRA and the frozen PTO

Conversion HRA. The Chippewa County Retiree HRA Plan is comprised of the Accumulated Leave Conversion Plan HRA and possible carryover from the Health Plan HRA and frozen PTO Conversion HRA. The Chippewa County Health Reimbursement Arrangement Plan Summary Plan Description has governed the operation of the frozen PTO Conversion HRA since January 1, 2013 and has governed the operation of all the health reimbursement arrangements since June 1, 2013;

WHEREAS, the Employer provides the Plan pursuant to Code Sections 105 and 106;

WHEREAS, it is an essential function and integral part of the exempt activities of the Employer to assist the Plan Participants and their Dependents by making contributions to and accumulating assets in the Trust, a segregated fund, for welfare benefits under the Plan;

WHEREAS, the authority to conduct the general operation and administration of the Plan is vested in the Employer and its delegates, who have the authority and shall be subject to the duties with respect to the Trust specified in this Agreement; and

WHEREAS, the Employer desires to amend and restate the Trust to clarify the current structure and operation of the health reimbursement arrangements, to consolidate all amendments to the Trust into a single clean document, and to update the Trust to account for current law;

NOW THEREFORE, in consideration of the Recitals and mutual agreements which follow, the Employer and the Trustee agree that the following constitutes the Agreement:

Article 1 DEFINITIONS

1.1 Definitions. The following words and phrases shall have the meanings stated below, unless otherwise expressly provided:

- (a) Account means any separate account established for a Participant or Dependent under the Plan, with the Employer's contribution to such account to be held in the Trust as provided in Article 6.2.
- (b) Administrator means the third party(ies) the Employer contracts with to provide administrative services with respect to the Plan. Such Administrator may be dismissed as provided in such contract and the Employer shall retain the full discretion to contract with any third party to replace such Administrator.
- (c) Chippewa County Employee HRA Plan means that HRA Plan for active employees which is comprised of Health Plan HRA funds and frozen PTO Conversion HRA funds of active employees. For active employees, references to "the Plan" shall mean this plan.
- (d) Chippewa County Retiree HRA Plan means that HRA Plan for retired employees which is comprised of Accumulated Leave Conversion Plan HRA funds, and any carryover Health Plan HRA funds and frozen PTO Conversion HRA funds of

retired employees. For retired employees, references to “the Plan” shall mean this plan.

- (e) Code means the Internal Revenue Code of 1986, as amended. Any reference to a particular provision of the Code shall refer to any successor provision thereto.
- (f) Custodian means the third party(ies) the Employer contracts with for the purpose of acting as custodian of all or part of the Trust assets. Such Custodian may be dismissed as provided in such contract and the Employer shall retain the full discretion to contract with any third party to replace such Custodian.
- (g) Dependent shall have the same meaning given to the term “Covered Dependents” under the Plan.
- (h) HRA shall mean the applicable HRA under the Plan. The Plan currently includes three types of HRAs:
 - (i) Health Plan HRA is the HRA that is integrated with the Employer’s group medical coverage and is funded by quarterly Employer contributions for the benefit of eligible employees and retirees and their dependents. To the extent that an active employee is enrolled in the Health Plan HRA, he or she must have active major medical coverage that meets minimum essential coverage requirements under the Patient Protection and Affordable Care Act (ACA);
 - (ii) PTO Conversion HRA is the HRA covering the conversion of accumulated sick leave and vacation hours that exceeded 340 hours as of February 1, 2013 into HRA dollars, which was subsequently frozen by the Employer effective January 1, 2014;
 - (iii) Accumulated Leave Conversion Plan is the HRA that at the time of termination or retirement consolidates any accrued and unused sick leave, vacation, PTO, holidays or other compensatory time (as applicable at the time of termination or retirement) and mandatorily converts it to HRA dollars within 30 days following termination or retirement.
- (i) Investment Fund means any investment option selected by the Employer in which Trust assets may be invested. The Trustee shall not be required to select any Investment Fund.
- (j) Participant means an employee or retiree of the Employer who is eligible for benefits as provided under the applicable Plan.
- (k) Trust means this Chippewa County Medical Reimbursement Trust. The term “Trust” shall also include the frozen PTO Conversion HRA trust, Chippewa County Prime Core 16 Medical Expense Trust and the Chippewa County Medical Reimbursement Trust, that were consolidated under this Agreement effective June 1, 2013. The different HRAs and effective dates are more fully discussed in Article

12 and in the definition of HRA above. This Trust shall be treated as one trust, but subject to the subtrust treatment in Section 2.1 and the separate account and subaccount treatment in Section 6.2.

- (l) Trustee means the person or persons appointed by the Employer to serve in that capacity. The Trustee may resign or be dismissed and a successor Trustee appointed as provided in Article 11.

1.2 **Construction.**

- (a) Governing Law. This Trust shall be governed by and construed in accordance with the laws of the State of Wisconsin. Venue for any legal action to enforce the terms of this Agreement shall be in Chippewa County Circuit Court.
- (b) Gender and Number. Words used in any gender shall include all genders, and words used in the singular shall include the plural where appropriate and vice versa.
- (c) Severability. If any part of this Agreement shall be determined to be illegal or unenforceable for any reason, such determination shall not affect the remaining provisions of the Agreement. The remaining provisions shall be interpreted to effectuate the purpose of this Trust.

Article 2

ESTABLISHMENT AND ACCEPTANCE OF TRUST

- 2.1 **Separate Subtrusts.** The funds that are held in the Trust shall be treated as held in two separate subtrusts, each of which shall be administered separately as a Trust in accordance with the terms of this Agreement. The first subtrust shall hold the funds for the payment of benefits relating to the Chippewa County Employee HRA Plan. The second subtrust shall hold the funds for the payment of benefits relating to the Chippewa County Retiree HRA Plan. The funds in the separate subtrusts shall be kept separately for all purposes and in no event shall any of the liabilities and expenses relating to one subtrust be paid from funds in the other subtrust. The purpose behind treating the funds in this Trust as held in two separate subtrusts is to comply with Wis. Stat. § 66.0603(lm)(b)(6), which requires funds that are held in trust to provide post-employment health care benefits to be held in a trust fund that is separate from all other trusts created by the Employer. Accordingly, this Agreement shall be interpreted in a manner consistent to comply with this requirement. If at some point funds held in the subtrust for the Chippewa County Employee HRA Plan only become available to provide post-employment health care benefits for a Participant and the Participant's Dependents, such funds shall be treated as transferred to the subtrust for the Chippewa County Retiree HRA Plan and shall then be held in a separate Account for the benefit of such Participant and the Participant's Dependents, as provided in Section 6.2.

- 2.2 **Establishment.** The Trust was established effective January 1, 2004 for the exclusive benefit of the Participants and the Participants' Dependents.

- 2.3 **Acceptance of Trust.** All payments made by the Employer to the Trust, together with the income, gains and all other increments, shall be held, managed and administered in trust pursuant to the terms of this Agreement. The Trustee accepts the Trust, as amended and restated by this Agreement, and agrees to perform the duties, responsibilities and obligations under this Agreement.

Article 3 BENEFITS

- 3.1 **Benefits.** This Trust shall provide the benefits described in the Plan to the Participants and the Participants' Dependents.
- 3.2 **Form of Benefits.** The Trustee may make distributions from the Trust in cash or property, or partly in each, at their fair market value as determined by the Trustee.
- 3.3 **Forfeited Benefits.** Any forfeited benefits from the subaccounts for an HRA shall, at the Employer's discretion, be used to reduce any contributions the Employer is required to make relating to such HRA or pay trust expenses relating to such HRA as provided in Article 7.3.

Article 4 DUTIES AND RESPONSIBILITIES

- 4.1 **Trustee Duties and Responsibilities.** The Trustee shall have the duty to hold title to assets held for the Plan in the Trustee's name. The Trustee has no duty to determine the amount of Employer contributions or to collect amounts which may be due under the Plan. The Trustee shall be responsible for the custody, investment, safekeeping or disposition of any assets comprising the Trust, except to the extent the Employer, Administrator or Custodian are responsible for performing such duties.
- 4.2 **Employer Duties.** The Employer shall, as required by the Plan, make contributions to the Trust from time to time. The Employer shall also report to the Trustee in writing the identity and value of the assets that are titled in the Trustee's name. The Employer or its delegate shall maintain accurate records regarding Participants and Dependents under the Plan.
- 4.3 **Administrator Duties.** The Administrator shall be responsible for all administrative aspects of the Plan. In connection therewith, the Administrator shall direct the Trustee regarding the amount, timing and recipient of benefit payments made from the Trust to Participants and Dependents. To the extent there is more than one Administrator for a Plan, each Administrator shall be responsible solely for the administrative aspects of the HRA for which it is responsible for under the Plan.
- 4.4 **Custodian Duties.** The Custodian shall invest the Trust assets as directed pursuant to Article 5 and shall not have any discretion as to the investment of the Trust assets. The Custodian shall not be liable for investing the Trust assets in accordance with Article 5.

Article 5 INVESTMENTS

- 5.1 Appointment of Committee and Investment Managers.** Subject to applicable State law, the Employer has full discretion and authority to direct the Trustee and Custodian with regard to the investment of the Trust assets and to delegate all or a portion of its investment authority. The Employer shall notify the Trustee in writing of any such delegation.
- 5.2 Participant Direction of Investments.** The Participants and Dependents may not direct the investment of assets in their Accounts.
- 5.3 Trustee Actions.** The Trustee shall not have any discretion or authority with respect to the investment of the Trust assets and shall act solely as a directed Trustee of the Trust assets to which it holds title. To the extent directed by the Employer, or, if applicable, its delegate, the Participants or their Dependents, the Trustee is authorized and empowered with the following powers, rights and duties which shall be exercised in a non-discretionary manner:
- (a) To register stocks, bonds, securities or other investments in its name as Trustee or in the name of a nominee, or to take and keep such investments unregistered;
 - (b) To exercise, where appropriate, any rights of ownership in insurance contracts in which the Trust may be invested and to pay the premiums on such contracts; and
 - (c) To sell, write options on, convey or transfer, invest and reinvest contributions and earnings in each and every kind of property, whether real, personal or mixed, tangible or intangible, whether income or non-income producing and wherever situated.

Article 6 CONTRIBUTIONS

- 6.1 Employer Contributions.** The Employer shall from time to time, make contributions to the Trust as specified in the Plan or by resolution or other official action of the Employer.
- 6.2 Accounts and Subaccounts.** Employer contributions shall be deposited into the Trust and allocated to each Participant's Account for the exclusive benefit of the Participant and the Participant's Dependents. The Trustee shall maintain separate Accounts for each Participant and within each separate Account, the Trustee shall maintain separate subaccounts for each type of HRA contribution made for the benefit of a Participant. Accordingly, as there are 3 types of HRAs under the Plan, it is possible that a Participant could have 3 separate subaccounts. All investment income and realized and unrealized gains and losses attributable to the funds in each subaccount shall be allocated to such subaccount.
- 6.3 Receipt of Contributions.** The Trustee shall receive all contributions paid or delivered to it under this Agreement. The Trustee (including any Custodian) shall hold, invest, reinvest and administer such contributions pursuant to this Agreement. The Trustee shall not be

responsible for the calculation or collection of any contribution under the Plan, but shall hold title to Plan assets in the Trustee's name.

- 6.4 **Anti-Assignment.** No assets maintained under this Trust shall be subject to transfer, assignment or alienation, whether voluntary or involuntary, in favor of any creditor, transferee or assignee of the Employer, the Trustee, any Participant or Dependent.
- 6.5 **Reversion of Assets.** Upon payment of all benefits owed under the Plan and all Plan and Trust expenses, the remaining Trust assets shall be distributed as provided in Article 10.2.

Article 7 DISBURSEMENTS AND EXPENSES

- 7.1 **Exclusive Benefit.** The assets of the Trust shall be used to pay benefits in accordance with the Plan. However, no payment shall be made which would cause any part of the Trust assets to be used for or diverted to purposes other than the exclusive benefit of the Participants and their Dependents, except as otherwise permitted in Articles 6.5, 7.3 and 10.2.
- 7.2 **Payment From Accounts.** All payments of benefits under the Plan with respect to a Participant or his or her Dependent shall be made exclusively from such Participant's Account. In the event a Participant has multiple subaccounts pursuant to Article 6.2, payments shall be made from each subaccount in accordance with the terms of the Plan or as otherwise directed by the Employer or its delegate or the Administrator.
- 7.3 **Fees and Expenses.** The Trustee, Administrator and Custodian may receive reasonable compensation as may be agreed upon from time to time between the Employer and the Trustee, the Employer and the Administrator, or the Employer and the Custodian, whichever the case may be, except the Trustee shall not be entitled to any compensation if the Trustee is also an employee of the Employer. The Employer, Trustee, Administrator and Custodian may be reimbursed for expenses reasonably incurred by them in the administration of the Plan and Trust. All such expenses, including reasonable fees of the Trustee, Administrator, Custodian, accountants and legal counsel, shall be paid from the Trust assets upon the direction of the Employer. The payment of all fees and expenses authorized pursuant to this provision or elsewhere in this Agreement shall be paid from the subaccounts for the HRA for which the fees and expenses relate, with the fees and expenses being allocated among the subaccounts for such HRA or among the different HRAs in a reasonable and nondiscriminatory manner as directed by the Employer.

Article 8 ACCOUNTING

- 8.1 **Recordkeeping.** The Trustee is not required to maintain accounts of the investments, receipts, disbursements and other transactions of the Trust, except as necessary to perform its title-holding function under this Agreement. The Administrator and Custodian shall create and maintain such records that are appropriate for the administration of the Trust.

- 8.2 **Valuations and Reports.** Upon request of the Employer, the Trustee shall value the Trust assets to determine the fair market value of the Trust on the requested valuation date. Upon request of the Employer, the Trustee shall provide the Employer with any reports requested regarding its duties under this Agreement.

Article 9 MISCELLANEOUS

- 9.1 **Bonding.** Unless required by law, the Trustee shall not be required to provide any bond in the exercise of its powers under this Agreement, but the Employer may, in its discretion, obtain a bond to cover the exercise of the Trustee's powers under this Agreement.
- 9.2 **Additional Duties.** Subject to applicable State law, the Employer may engage third parties to perform any duties required of the Employer under this Agreement. Any such engagement shall not increase the responsibility or liability of the Trustee under this Agreement.
- 9.3 **Audit.** The Employer shall, at all reasonable times during the term of this Agreement and for three years after the termination of this Agreement, have the right to examine, audit, inspect, review, extract information from and copy all books, records, accounts and other documents of the Trustee, Administrator and Custodian relating to this Agreement and the performance of their duties.
- 9.4 **Limitation.** Neither the Plan nor the Trust gives any Participant, Dependent or any other person any legal right against the Trustee, the Administrator, the Employer or their agents, except as expressly provided in the Plan, this Agreement or applicable State law.
- 9.5 **Professional Agents.** The Employer, Trustee and Administrator may employ such agents and legal counsel as they deem advisable in connection with their duties under this Agreement and to pay such agents and legal counsel a reasonable fee, subject to Article 7.3. Provided such parties have used reasonable care in selecting their agents and legal counsel, they shall not be liable for the acts done in good faith and in reliance upon the advice of such agents and legal counsel.
- 9.6 **Title to Assets.** Notwithstanding anything within this Agreement to the contrary, the Trustee shall hold Trust assets as titleholder only.
- 9.7 **Liability of Trustee.** The Trustee shall not incur any liability for any act or failure to act unless such act or failure to act is due to its own negligence, willful misconduct or lack of good faith. Specifically, the Trustee may act or rely upon any direction relating to benefit payments as provided in Article 4.3 and investments as provided under Article 5. The Trustee may refuse to comply with any such direction if the Trustee, in its sole and absolute discretion, deems such direction illegal.
- 9.8 **Indemnification of Trustee.** Except as otherwise provided under applicable State law or elsewhere in this Agreement, the Employer shall indemnify and hold the Trustee harmless from any and all actions, claims, demands, liabilities, losses or damages and reasonable expenses of whatsoever kind and nature in connection with or arising out of: (a) any good

faith action taken or omission of the Trustee in accordance with any direction relating to investments as provided under Article 5; or (b) disbursement of any part of the Trust assets directed by the Employer or its delegate, including the Administrator.

However, the Employer shall have no responsibility under this Article 9.8 to indemnify or hold harmless the Trustee if the Trustee negligently, intentionally or due to a lack of good faith fails to perform any of its duties required by the provisions of this Trust.

- 9.9 Indemnification of Employer and Trust.** Except as otherwise provided under applicable State law, the Trustee shall indemnify and hold the Employer and Trust harmless from any and all actions, claims, demands, liabilities, losses, damages and reasonable expenses of whatsoever kind and nature in connection with or arising out of: (a) Trustee's failure to follow the directions of the Employer, the Administrator, investment committee, investment manager or such parties' agents; (b) disbursements made without the direction of the Employer or its delegate, including the Administrator; and (c) Trustee's negligence, willful misconduct or lack of good faith with respect to the Trustee's duties under this Agreement.
- 9.10 Parties to Litigation.** Any final judgment entered in any court proceeding involving the Trust shall be binding on the Employer, Trustee, Administrator, and the Custodian.
- 9.11 Trust is Tax Exempt.** This Trust is intended to be exempt from taxation under Code Section 115 as an entity whose income is derived from the exercise of an essential governmental function.
- 9.12 Trust is Irrevocable.** This Trust shall be irrevocable, except to the extent provided in Article 10.

Article 10 AMENDMENT AND TERMINATION

- 10.1 Amendment and Termination.** The Employer reserves the right to alter, amend or terminate this Agreement at any time for any reason, without the consent of the Trustee or any other person. No amendment affecting the rights, duties or responsibilities of the Trustee shall be adopted unless the Trustee executes the amendment.
- 10.2 Distribution of Trust Assets Upon Termination.** Upon termination of the Trust, any Trust assets remaining after all benefits owed under the Plan have been paid and all Plan and Trust expenses have been paid, shall revert to the Employer or at the direction of the Employer, shall be transferred to another trust, the income of which is excluded from gross income under Code Section 115.

Article 11 SUCCESSOR TRUSTEES

- 11.1 Dismissal.** The Employer may dismiss the Trustee at any time by giving a 10-day written notice to the Trustee.

- 11.2 **Resignation.** The Trustee may resign at any time by giving a 60-day written notice to the Employer, except any employee of the Employer that is acting as Trustee shall be treated as resigning effective on the date such employee terminates employment with the Employer.
- 11.3 **Successor Trustee.** The Employer may appoint a successor Trustee that shall succeed to all rights, duties and responsibilities of the former Trustee under this Agreement. The terminated Trustee shall be discharged of all duties under this Agreement and responsibilities for the Trust as of the date that the successor Trustee undertakes its duties with respect to the Trust. A successor Trustee is not personally liable for any act or failure to act of any predecessor Trustee, except as required under applicable State law. With the approval of the Employer, a successor Trustee, with respect to the Trust assets, may accept the account rendered and the property delivered to it by a predecessor Trustee without incurring any liability or responsibility for doing so.

Article 12

EFFECTIVE DATE

- 12.1 **PTO Conversion HRA.** The frozen PTO Conversion HRA is one of the three HRAs currently offered under the Plan and is more specifically defined in Section 1.1 above. The effective date of this Agreement with respect to the PTO Conversion HRA funds shall be January 1, 2013, and the County Administrator shall be treated as the Trustee with respect to such funds as of January 1, 2013.
- 12.2 **Health Plan HRA and Accumulated Leave Conversion Plan HRA.** The Health Plan HRA and Accumulated Leave Conversion Plan HRA are the other two HRAs currently offered under the Plan, and they are more specifically defined in Section 1.1 above. The effective date of this Agreement with respect to the Health Plan HRA and Accumulated Leave Conversion Plan HRA funds shall be June 1, 2013, and the County Administrator shall be treated as the Trustee with respect to such funds as of June 1, 2013. Prior to June 1, 2013, the Health Plan HRA and the Accumulated Leave Conversion Plan HRA funds shall be treated as continuing to be held pursuant to the terms of the Chippewa County Prime Core 16 Medical Expense Trust agreement and the Chippewa County Medical Reimbursement Trust agreement, respectively, in accordance with the terms of such agreements prior to being amended and restated as provided in this Agreement.

The intent behind the effective date being delayed under this Section 12.2 is to reflect the fact that additional time is needed to consolidate the Health Plan HRA and Accumulated Leave Conversion Plan HRA funds into one trust under this Agreement.

[The remainder of this page is left intentionally blank]

Dated effective as of the latest date signed below.

EMPLOYER:

CHIPPEWA COUNTY

BY Raf. Schay

DATE 10-15-2020

TITLE: County Administrator

TRUSTEE:

BY Raf. Schay

DATE 10-15-2020

TITLE: County Administrator

[Signature page to the Chippewa County Amended and Restated Chippewa County Medical Reimbursement Trust Agreement]



STATEMENT OF EXPLANATION

Ordinance No. 04 - 23

ORDINANCE TO AMEND CHAPTER 22 EMERGENCY MANAGEMENT OF THE CHIPPEWA COUNTY CODE OF ORDINANCES - SECOND READING - RANDY SCHOLZ

1 Passage of these ordinance amendments would update definitions and the duties and
2 functions of the county emergency management director under Chapter 22 Emergency
3 Management of the Chippewa County Code of Ordinances to conform and align with Chapter
4 323 Emergency Management of the Wisconsin Statutes.

5 Passage of these ordinance amendments will further clarify the authority and procedure
6 as provided under Chapter 323 Emergency Management of the Wisconsin Statutes for declaring
7 a state of emergency in Chippewa County.

8 Upon review of the proposed ordinance amendments to Chapter 22 Emergency
9 Management at its regular meeting on March 20, 2023, the Legal & Law Enforcement
10 Committee supports forwarding said ordinance changes to the County Board for approval.

11

Ordinance No. 04 - 23

**ORDINANCE TO AMEND CHAPTER 22 EMERGENCY MANAGEMENT OF THE CHIPPEWA
COUNTY CODE OF ORDINANCES - SECOND READING - RANDY SCHOLZ**

SEE ATTACHMENT

FINANCIAL IMPACT:

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

07/11/2023 County Board

RESULT: ADOPTED [UNANIMOUS]

MOVER: James Ericksen, District 8

SECONDER: Robert Teuteberg, District 14

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

ABSENT: Ronald McGill, Annette Hunt, Kari Ives

History:

05/15/23 Legal & Law Enforcement Committee RECOMMENDED FOR APPROVAL

06/06/23 Executive Committee FORWARD TO COUNTY BOARD

06/13/23 County Board FIRST READING

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

2/14/2023

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

2/14/2023

Randy B. Scholz

Randy B. Scholz, County Administrator

2/14/2023

ORDINANCE TO AMEND CHAPTER 22 EMERGENCY MANAGEMENT OF THE CHIPPEWA COUNTY CODE OF ORDINANCES

1. That Chapter 22 Emergency Management of the Chippewa County Code of Ordinances is hereby amended as follows:

Chapter 22 EMERGENCY MANAGEMENT*

*Cross references: Emergency services, ch. 26.

Sec. 22-1.	Penalties.
Sec. 22-2.	Policy and purpose.
Sec. 22-3.	Definitions.
Sec. 22-4.	County legal and law enforcement committee.
Sec. 22-5.	Emergency management director.
Sec. 22-6.	Sharing of costs. <u>Reserved.</u>
Sec. 22-7.	Joint action meetings. <u>Reserved.</u>
Sec. 22-8.	Duties of the emergency management director.
Sec. 22-9.	Utilization of existing services and facilities. Emergency Declaration.
Sec. 22-10.	Other emergencies. <u>Reserved.</u>

~~On March 13, 2012, the County Board adopted ordinance revisions to codify Resolution No. 39-11, which restructured the County Board committees, boards, and commissions in anticipation of the downsizing of the County Board from 29 to 15 supervisors. Not all ordinance subsections were revised, but those subsections that had material changes will be specifically designated at the end of those subsections.~~

Sec. 22-1. Penalties.

No person shall obstruct, hinder or delay any member of the emergency management organization in the enforcement of any order, rule, regulation or plan issued pursuant to this chapter, or do any act forbidden by any order, rule, regulation or plan issued pursuant to the authority contained in this chapter. For a violation of any of the provisions in this chapter, a person shall forfeit not less than \$100.00 nor more than \$500.00, and in default of payment thereof, shall be imprisoned in the county jail for a period not exceeding 90 days.

(Code 1980, § 6.15) (Ord. No. 06-12, 03-12-2012)

Sec. 22-2. Policy and purpose.

To ensure that the county shall be prepared to cope with emergencies resulting from enemy action and with emergencies resulting from natural or manmade disasters, an emergency management organization shall carry out the purposes set out in Wis. Stats. ch. 323.

(Code 1980, § 6.01) (Ord. No. 06-12, 03-12-2012)

Sec. 22-3. Definitions.

As used in this chapter, the following words and phrases shall have the meaning indicated. The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (1) *Emergency management* has the meaning set forth in Wis. Stat. § 323.02(8). ~~means civil defense and all those activities and measures designed or undertaken to:~~
 - a. ~~Minimize effects upon the civilian population caused by enemy action.~~
 - b. ~~Deal with the immediate emergency conditions which could be created by such enemy action.~~
 - c. ~~Effectuate emergency repairs to, or the emergency restoration of, vital public utilities and facilities destroyed or damaged by such enemy action.~~
- (2) ~~Enemy action~~ means any hostile action taken by a foreign power which threatens the security of the county.
- (32) ~~Natural or manmade d~~*Disaster* has the meaning set forth in Wis. Stat. § 323.02(6). ~~means all other extraordinary misfortunes affecting the county, natural or manmade, not included in the term "enemy action."~~

(Code 1980, § 6.02)

Cross references: Definitions generally, § 1-3.

Sec. 22-4. County legal and law enforcement committee.

- (a) *How constituted.* The legal and law enforcement committee of the County Board as created under its rules shall act as the county emergency management committee pursuant to Wis. Stat. § 323.14(1).
- (b) *Duties of the legal and law enforcement committee.*
 - (1) The legal and law enforcement committee of the County Board, serving as the county emergency management committee, shall establish policy ~~and promulgate rules and procedures~~ in all matters pertaining to emergency management consistent with the provisions of ~~Wis. Stats. ch. 323, Wis. Stats.~~
 - (2) ~~The legal and law enforcement committee shall define the job description for the emergency management director and other agents and employees of emergency management in consultation with the human resources department.~~

(Code 1980, § 6.03) (Ord. No. 06-12, 03-12-2012)

Cross references: Officers and employees, § 2-204 et seq.; County Board Statutory Committees, Commissions and Boards, § 2-83 et seq.

Sec. 22-5. Emergency management director.

- (a) *Emergency management joint director.* There is created the ~~position office~~ of county/municipal emergency management director. ~~The county emergency management director shall also hold~~

~~the office of emergency management director of such municipalities within the county as may hereafter enact provisions parallel to this section. In addition to his duties as county emergency management director he shall have the duties and responsibilities of a municipal emergency management director as provided in Wis. Stats. § 323.15. The Emergency Management Director is hereby designated as the County's head of emergency management pursuant to Wis. Stat. §323.14(1).~~

(b) ~~Term, appointment and statutory provisions~~ Personnel Restrictions.

~~(1) Term. The term of the county emergency management director shall be at the pleasure of the County Board.~~

~~(2) Appointment. The emergency management director shall be appointed by the County Administrator with confirmation by the County Board.~~

~~(3) Statutory provision. The provisions of Wis. Stats. § 323.25, regulating personnel selection, shall apply to the emergency management director coordinator and his staff.~~

~~(c) Status. The emergency management director shall be considered an employee of the county, not under civil service. The director shall be entitled to all rights, privileges and benefits of county employees and is subject to established county personnel policy and procedures.~~

~~(d) Municipal deputy emergency manager.~~

~~(1) Each municipality passing a joint action ordinance with the county may appoint a deputy emergency manager.~~

~~(2) The municipal deputy emergency manager will operate under the administrative direction of the county emergency manager.~~

~~(3) Remuneration, if any, for the deputy municipal emergency manager will be determined and paid for by the governing body of that municipality.~~

(Code 1980, § 6.04) (Ord. No. 06-12, 03-12-2012)

Sec. 22-6. ~~Sharing of costs.~~Reserved.

~~(a) Office and staff. The County Board shall provide offices, office furniture, stenographic help and such office supplies as may be necessary to carry out the functions of the county emergency management director and the cost thereof shall be defrayed by the county.~~

~~(b) Major equipment and services. Costs of equipment and services shall be borne 100 percent by the municipal government requiring such procurement with federal matching funds procured by the county/municipal management director when applicable. Federal matching fund reimbursements shall be returned to the treasurer of the municipality procuring the equipment or services.~~

(Code 1980, § 6.05) (Ord. No. 06-12, 03-12-2012)

Sec. 22-7. ~~Joint action meetings.~~Reserved.

~~Whenever it is deemed necessary by either the legal and law enforcement or the local emergency planning committee of a municipality participating in joint action, there will be a joint meeting of the committees to decide such matters as may arise.~~

(Code 1980, § 6.06) (Ord. No. 06-12, 03-12-2012)

Sec. 22-8. Duties of the emergency management director.

- (a) ~~*Countywide duties.*~~ Under the general supervision of the County Sheriff, the emergency management director, in his capacity as county director, subject to the control and direction of the legal and law enforcement committee and under the general supervision of the County Board shall have the powers and perform the duties and responsibilities provided under ch. 323, Wis. Stats. and such other duties relating to emergency management as may be required by the County.
- ~~(1) — Develop and promulgate emergency management plans for the county, including planning for joint action municipalities, consistent with the state plan of emergency management;~~
 - ~~(2) — Coordinate and assist in the development of nonjoint action municipal emergency management plans within the county, and integrate such plans with the county plan;~~
 - ~~(3) — Coordinate the county and joint action municipality emergency management programs;~~
 - ~~(4) — Coordinate countywide civil defense training programs and exercises;~~
 - ~~(5) — Advise the state administrator of all emergency management planning for the county and render such reports as may be required by the state administrator;~~
 - ~~(6) — In case of a state of emergency proclaimed by the governor, coordinate the county's and joint action municipalities' emergency management activities and coordinate the nonjoint action municipal emergency management activities within the county, subject to the coordinating authority of the state administrator; and~~
 - ~~(7) — Perform such other duties relating to emergency management as may be required by the County Board.~~
- (b) ~~*Municipal duties.*~~ The director in his capacity as director for a municipality participating in joint action, shall:
- ~~(1) — Coordinate the municipal emergency management organization;~~
 - ~~(2) — Develop, promulgate and integrate into the county plan, emergency management plans for the operating services of the municipality;~~
 - ~~(3) — Direct participation of the municipality in such emergency management training programs and exercises as may be required on the county level or by the state administrator;~~
 - ~~(4) — Coordinate the municipal emergency management training programs and exercises;~~

- ~~(5) — Perform all administrative duties necessary for the rendering of reports and procurement of matching federal funds for each municipality requesting federal matching funds;~~
- ~~(6) — In case of a state of emergency proclaimed by the governor, coordinate the activities of the municipal emergency management organization;~~
- ~~(7) — Perform such other duties, relating to emergency management, as may be required by the municipal governing body.~~

(Code 1980, § 6.07) (Ord. No. 06-12, 03-12-2012)

Sec. 22-9. Emergency Declaration. ~~Utilization of existing services and facilities.~~

- (a) *Policy.* In the event of a disaster or state of emergency the services, equipment, supplies and facilities of county departments and agencies shall be utilized for recovery operations to the maximum extent practicable. The officers and employees of county departments and agencies shall assist Emergency Management and the Department of Administration to restore normal operations.
- ~~(b) *Authority and Procedure.* Pursuant to the authority granted under Wis. Stats. §§ 323.11 and 323.14, the following procedure shall be used to declare a Chippewa County State of Emergency:~~
 - ~~(1) The County Board may declare, by ordinance or resolution, an emergency existing within the county whenever conditions arise by reason of a riot or civil commotion, disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the County. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.~~
 - ~~(2) The emergency power of the County Board conferred under subsec. (b)(1) above includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the county and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of chs. 341 to 349, Wis. Stats.~~
 - ~~(3) If, because of emergency conditions, the County Board is unable to meet promptly, the County Board Chair shall exercise by proclamation all of the powers conferred upon the County Board under subsecs. (b)(1) and (b)(2) above that appear necessary and expedient. The proclamation shall be subject to ratification, alteration, modification, or repeal by the County Board as soon as it can meet, but the subsequent action taken by the County Board shall not affect the prior validity of the proclamation.~~
- ~~(cb)~~ *Responsibility.* In order to assure that county government is capable of establishing operations to meet the needs of the citizens following a disaster, county departments shall maintain continuity-of-operation plans and mobilization plans commensurate with the duties which each department may fulfill under the county's emergency operations plans. ~~wisconsin.~~ Department plans may include procedures for calling in management staff, relocating critical operations and contacting hourly employees for voluntary assignments which may be outside normal work hours. Employees are not required to respond to potentially dangerous scenes or to emergency

scenes which have not been stabilized if responding to these events is outside their normal job duties. The emergency management director shall assist departments in organizing and planning prior to and following an emergency. Nothing in this section shall be constructed to limit the emergency management director from immediately commencing organizational and planning programs as required by the emergency ~~operations~~ management plan adopted by the County Board ~~of Supervisors~~.

(~~d~~e) *Use of highway equipment and facilities in emergencies.* To the extent necessary as determined by the highway commissioner in cooperation with the emergency management director, highway equipment and other highway facilities shall be used, in the event of a major disaster of any kind, to clear all roads for travel and assist in any way possible to furnish relief in a stricken area.

~~(d) — Joint action. Municipalities entering into joint action with the county will provide for utilization of existing services of municipal government by enactment of an ordinance parallel to this section.~~

(Code 1980, § 6.08) (Ord. No. 06-12, 03-12-2012; Ord. No. 02-15, 09-08-15)

Sec. 22-10. ~~Other emergencies.~~Reserved.

~~(a) — Joint action municipalities. In the event of the governor determining that an emergency exists growing out of natural or manmade disasters, the county emergency management director will activate and coordinate the emergency management services at the appropriate level of government affected by the emergency.~~

~~(b) — Nonjoint action municipalities. In the event of a natural or manmade disaster, the county coordinator shall coordinate the municipalities affected and render such assistance as is required and available from county resources.~~

(Code 1980, § 6.09) (Ord. No. 06-12, 03-12-2012)

2. That these ordinance revisions shall take effect upon passage and publication.

Forwarded to the County Board by the Executive Committee.



**STATEMENT OF EXPLANATION
COUNTY BOARD CHAIR APPOINTMENT - NORTAC**

9.1

County Board Appointment to Standing and Special Committees

I, Dean Gullickson, reappoint, subject to County Board confirmation, the following individuals to the Northern Regional Trail Advisory Committee (NoRTAC).

Dean Gullickson, Member..... Term will expire 08/11/2025
Glen Sikorski, Member..... Term will expire 08/11/2025
Paul Krumenauer, Alternate Term will expire 08/11/2025

Dated this 11th day of July, 2023

*Dean Gullickson
County Board Chair*