CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

DECEMBER 13, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

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

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

https://youtu.be/JUCOL1j0EDI

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	Absent	
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	Absent	
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 Randy Scholz, Lori Zwiefelhofer, Andy Bauer, Karen Hepfler, Mark Hollister, Lynda Schweikert, Matt Hanson, Todd Pauls, Jim Kowalczyk, Jim Kusilek, Ryan Hartzell, Travis McFarlane, Leslie Fijalkiewicz and Jaclyn Sadler.

Josh Strauss was on the phone from Anew.

4. APPROVAL OF AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Charles Bomar, District 12
SECONDER:	Ken Schmitt, District 3 (Vice-Chair)
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

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:	Jason Bergeron, District 7
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

1. Approval of Minutes

   County Board - Budget - Public Hearing - Nov 3, 2022 6:00 PM

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

7. REPORTS

A. General Reports

1. Broadband Update - 24/7 Telcom Inc - Jim Kusilek
   Jim Kusilek provided an update on the projects 24/7 Telcom Inc has in Chippewa County on broadband expansion

2. Broadband Update - Ntera, LLC - Ryan Hartzell
   Ryan Hartzell provided an update on the broadband expansions Ntera, LLC has completed in Chippewa County.

3. Broadband Update - Bloomer Telephone Company - Kent Klima and Travis McFarlane
   Travis McFarlane provided a broadband expansion update from Bloomer Telephone Company,

4. Recognition of Karen Hepfler and Jim Kowalczyk - Dean Gullickson
   The Chippewa County Board of Supervisors recognized the years of service Clerk of Courts, Karen Hepfler and Sheriff Jim Kowalczyk have served Chippewa County. Both Hepfler and Kowalczyk thanked the board.

B. County Administrator Review and Update

1. Update on 2023 Health Insurance - Randy Scholz
   County Administrator provided an update on the 2023 Health Insurance premiums

2. Update on the Firearms Range Closure - Randy Scholz & Larry Ritzinger
   County Administrator, Randy Scholz provided an update on the Firearms Range Closure.

3. Update on Employee Engagement - Randy Scholz and Toni Hohlfelder
   County Administrator, Randy Scholz and Human Resources Director, Toni Hohlfelder provided an update on employee engagement

C. Department Reports

1. Finance Update - Lori Zwiefelhofer
   Finance Director, Lori Zwiefelhofer provided the board with an update on Quarter 3 financials.

8. BUSINESS ITEMS

1. Res. 58 - 22 : Resolution to Encourage the State to Increase GPR Funding for Child Support - Denise Shervey
   County Administrator Scholz explained the resolution to ask the state for more funding for child support.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kari Ives, District 21
SECONDER:	Robert Teuteberg, District 14
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

2. Res. 59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application for Grant - Matt Hanson
   Matt Hanson, County Forest Administrator, explained the resolution for the 2023 Forest Work Plan.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Charles Bomar, District 12
SECONDER:	Ken Schmitt, District 3 (Vice-Chair)
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

3. Res. 60 - 22 : Resolution to Authorize a Carbon Offset Program in the County Forest - Randy Scholz and Matt Hanson
   Matt Hanson, County Forest Administrator, explained the Carbon Offset Program. Josh Strauss from Anew was also available to answer questions.

RESULT:	**DEFEATED [9 TO 10]**
MOVER:	Jason Bergeron, District 7
SECONDER:	James Flater, District 1
AYES:	Schmitt, Flater, Bergeron, Peterson, Bomar, Berg, Rohmeyer, Hunt, Ives
NAYS:	Gullickson, Steele, Sikorski, Ericksen, Seidlitz, Calkins, Teuteberg, McGill, Hull, Mueller
ABSENT:	Bischel, Eisenhuth

4. Res. 61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA - Toni Hohlfelder
   Human Resources Director, Toni Hohlfelder was available to answer questions on the WPPA Agreement.

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

5. Res. 62 - 22 : Resolution to Authorize Use of ARPA Funds for WPPA Longevity Rewards - Randy Scholz
   County Administrator Scholz explained the resolution.

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

6. Res. 63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement to Chippewa Falls - Randy Scholz
   County Administrator Scholz explained the resolution to sell a small piece of land to the City of Chippewa Falls.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Glen Sikorski, District 6
SECONDER:	James Flater, District 1
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

7. Res. 64 - 22 : Resolution to Consolidate Emergency Management into the Sheriff's Department - Randy Scholz

County Administrator Scholz explained the resolution to consolidate the emergency management department into a division under the Sheriff's Department.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robert Teuteberg, District 14
SECONDER:	Roger Calkins, District 11
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

8. Ord. 09 - 22 : Ordinance to Amend Section 2-83 and Repeal Section 2-84(k) Nutrition Advisory Council on Aging - First Reading - Leslie Fijalkiewicz
ADRC Manager, Leslie Fijalkiewicz spoke on the ordinance.

RESULT:	**FIRST READING**	**Next: 1/10/2023 6:00 PM**

9. HR Policy Manual Revisions for Holidays - First Reading - Toni Hohlfelder
Human Resources Director, Toni Hohlfelder spoke on the revisions to allow LTE's (limited term employees) earn holiday pay.

Motion made by Supervisor Hull to suspend the rules of a 2nd reading, second made by Supervisor Ericksen. 18 yes, 0 no, 1 abstain and 2 absent. Supervisor Teuteberg abstained due to a conflict with his wife being a County employee. Motion needed a 2/3 vote to pass. Motion to suspend the rules approved.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jason Bergeron, District 7
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

9. COUNTY BOARD CHAIR APPOINTMENTS

10. COUNTY ADMINISTRATOR APPOINTMENTS

1. County Administrator Appointment - Traffic Safety Commission

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ken Schmitt, District 3 (Vice-Chair)
SECONDER:	Matthew Peterson, District 10
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth

2. County Administrator Appointment - Housing Authority Commission

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

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

12. ADJOURN

RESULT:	**APPROVED [18 TO 0]**
MOVER:	James Ericksen, District 8
SECONDER:	Annette Hunt, District 18
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Bischel, Eisenhuth
AWAY:	Bomar

DRAFT

CHIPPEWA COUNTY

COUNTY BOARD

BUDGET - PUBLIC HEARING

NOVEMBER 3, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

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

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https://youtu.be/yn24FAKDRb4

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

III. 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	Absent	
Matthew Peterson	Chippewa County	District 10	Absent	
Roger Calkins	Chippewa County	District 11	Present	
Charles Bomar	Chippewa County	District 12	Present	
Caden Berg	Chippewa County	District 13	Absent	
Robert Teuteberg	Chippewa County	District 14	Present	
David Eisenhuth	Chippewa County	District 15	Absent	
Ronald McGill	Chippewa County	District 16	Present	
George Rohmeyer	Chippewa County	District 17	Present	
Annette Hunt	Chippewa County	District 18	Absent	
Chuck Hull	Chippewa County	District 19	Absent	
Dean Mueller	Chippewa County	District 20	Absent	
Kari Ives	Chippewa County	District 21	Present	

others present in room 302 Randy Scholz, Lori Zwiefelhofer, Michael Ewer, Brian Kelley, Joe Gutowski, Kristen Bruder, Lynda Schweikert, Todd Pauls, Traci Bremness and Jaclyn Sadler

IV. APPROVAL OF AGENDA

Minutes Acceptance: Minutes of Nov 3, 2022 6:00 PM (Consent Agenda)

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

V. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

There were no members of the public wishing to be heard

VI. PUBLIC HEARING - 2023 COUNTY BUDGET AT 6:00 P.M.

The public hearing was called to order at 6:02 pm by Chair Gullickson.

The County Administrator presented the proposed 2023 budget.

There were no members of the public to make comment.

The public hearing was closed at 6:30 pm.

1. 2023 Proposed Budget - Randy Scholz
   The County Administrator presented the proposed 2023 budget.

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

3. Close Public Hearing
   Chair Gullickson closed the public hearing at 6:30 pm

VII. REPORTS

A. County Administrator Review and Update

B. Department Reports

1. Report of Highway Operations - Brian Kelley
   Highway Commissioner, Brian Kelley, presented the annual report of Highway Operations

C. General Reports

VIII. BUSINESS ITEMS

1. Res. 54-22: Resolution to Approve County Aid in 2023 for Bridges and Culverts - Brian Kelley

Minutes Acceptance: Minutes of Nov 3, 2022 6:00 PM (Consent Agenda)

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

2. Res. 55-22: Resolution to Approve Funds for County Aid Construction and Maintenance During Calendar Year 2023 - Brian Kelley

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

3. Approval of the 2023 County Budget - Randy Scholz

Motion to Amend budget to allot another $32,270 to Tourism from the Economic Development budget. Motion made by Supervisor Steele, Second made by Supervisor Bergeron. Motion failed. 11 No, 3 Yes. All Supervisors present voted No, except Supervisors Steele, Calkins and Sikorski.

Approval of the 2023 County Budget passed. All Supervisors present voted yes except Supervisor Steele voted no and Supervisor Teuteberg abstained due to his spouse being a County Employee.

RESULT:	**APPROVED [12 TO 1]**
MOVER:	Kari Ives, District 21
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Flater, Bischel, Sikorski, Bergeron, Ericksen, Calkins, Bomar, McGill, Rohmeyer, Ives
NAYS:	Steele
ABSTAIN:	Teuteberg
ABSENT:	Seidlitz, Peterson, Berg, Eisenhuth, Hunt, Hull, Mueller

IX. COUNTY BOARD CHAIR APPOINTMENTS

X. COUNTY ADMINISTRATOR APPOINTMENTS

XI. AGENDA ITEMS FOR FUTURE CONSIDERATION

XII. ADJOURN

Minutes Acceptance: Minutes of Nov 3, 2022 6:00 PM (Consent Agenda)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ken Schmitt, District 3 (Vice-Chair)
SECONDER:	Charles Bomar, District 12
AYES:	Gullickson, Schmitt, Flater, Steele, Bischel, Sikorski, Bergeron, Ericksen, Calkins, Bomar, Teuteberg, McGill, Rohmeyer, Ives
ABSENT:	Seidlitz, Peterson, Berg, Eisenhuth, Hunt, Hull, Mueller

Minutes Acceptance: Minutes of Nov 3, 2022 6:00 PM (Consent Agenda)

DRAFT

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

NOVEMBER 8, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

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

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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	Absent	
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	Absent	
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	

4. APPROVAL OF AGENDA

others present in room 302 were Lori Zwiefelhofer, Andy Bauer, Toni Hohlfelder, Lynda Schweikert, Todd Pauls, Randy Scholz and Jaclyn Sadler

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

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Charles Bomar, District 12
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

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:	David Bischel, District 4
SECONDER:	James Ericksen, District 8
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

1. Approval of Minutes

   County Board - Regular Meeting - Oct 11, 2022 6:00 PM

2. AZO 07-22: (Rezone Petition: 2022-0010) Wissota Straits LLC - Rezone

7. REPORTS

A. County Administrator Review and Update

1. Update on Local Assistance and Tribal Consistency Funds
   County Administrator, Randy Scholz, provided an update on the Local Assistance and Tribal Consistency Funds. See attachment.

2. Update on Chippewa County Video Project with CGI Digital
   The County Board of Supervisors watched a video from Lincoln County. County Administrator, Randy Scholz explained the project.

B. Department Reports

C. General Reports

8. BUSINESS ITEMS

1. Res. 56-22: Resolution to Approve Chippewa County Tax Levy to be Collected in 2023 - Randy Scholz

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

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robert Teuteberg, District 14
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

2. Res. 57-22: Resolution to Create the Community Well Drilling Project Ad Hoc Committee of the Land Conservation and Forest Management Committee - Randy Scholz and Lynda Schweikert

   Motion to Amend resolution by Supervisor Steele and Second made by Supervisor Sikorski to add the County Board should also have findings and recommendations. "...shall present its findings and recommendations to the Land Conservation and Forest Management Committee and the County Board after completion of its mission.

   Amendment approved with 10 yes, 9 no, 2 absent. Supervisors voting Yes were Steele, Bischel, Gullickson, Sikorski, Bergeron, Ericksen, Calkins, Eisenhuth, McGill, Mueller. Supervisors voting No were Schmitt, Seidlitz, Bomar, Berg, Teuteberg, Rohmeyer, Hunt, Hull and Ives.

RESULT:	**APPROVED AS AMENDED [UNANIMOUS]**
MOVER:	Jason Bergeron, District 7
SECONDER:	Joel Seidlitz, District 9
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

3. Facility Use Policy Revisions - Second Reading - Larry Ritzinger

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Annette Hunt, District 18
SECONDER:	Caden Berg, District 13
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

4. HR Policy Manual Revisions - Second Reading - Toni Hohlfelder

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jason Bergeron, District 7
SECONDER:	Charles Bomar, District 12
AYES:	Gullickson, Schmitt, Steele, Bischel, Sikorski, Bergeron, Ericksen, Seidlitz, Calkins, Bomar, Berg, Teuteberg, Eisenhuth, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	Flater, Peterson

5. New HIPPA Policies - Second Reading - Toni Hohlfelder

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

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

9. COUNTY BOARD CHAIR APPOINTMENTS

10. COUNTY ADMINISTRATOR APPOINTMENTS

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

Supervisor Hunt would like recognition for the 3 County Volleyball teams (Bloomer, McDonnell and Chi-Hi) for making it to the State Volleyball Tournament.

Supervisor Steele would like to recognize Supervisor Ives for being on a State Committee for Human Services.

12. ADJOURN

meeting adjourned at 6:29 pm

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

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

TOWN OF HOWARD FTTH PROJECT
STATUS REPORT - CHIPPEWA COUNTY

REPORTING REQUIREMENTS

Project reports are required to be provided to the County periodically pursuant to Paragraphs 3. d. and 8. b. of the Agreement. Telcom is required to provide certain records and reports to the County Board and to the County when requested to ensure that the County is able to comply with the mandates of the American Rescue Plan Act consistent with Pars. 3. d. and 8. b., Telcom shall provide the following information when required to comply with the County ARPA reporting requirements:

1. Project status: not started, completed less than 50 percent, completed 50 percent or more, or completed < 50%
2. Number of employees and contractors and specify the number of local hires TBD
3. Speeds/pricing tiers to be offered, including the speed/pricing of its affordability offering
    a. 300M/300M $79.95
    b. 600M/600M $99.95
    c. 1GIG/1GIG $149.95
4. Technology to be deployed Fiber to the Home - GPON
5. Miles / feet of fiber 22 miles
6. Information about spare fiber and future scalable capacity The network is designed to accommodate future growth and expansion.
7. Number of households projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload and more specifically:
    a. Number of households with access to minimum speed standard of reliable 100 Mbps symmetrical upload and download 125
    b. Number of households with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload 125
    c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps December 31, 2023
8. Number of institutions and businesses projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload, in each of the following categories: business, small business, elementary school, secondary school, higher education institution, library, healthcare facility, and public safety organization and more specifically:
    a. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps symmetrical upload and download ; and
    Business 6

Attachment: 24-7 Update to CB - Town of Howard FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

Small Business	0
Elementary School	0
Secondary School	0
Higher Education Institution	0
Library	0
Healthcare Facility	0
Public Safety Organization	0

b. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps download and 20 Mbps upload

Business	0
Small Business	0
Elementary School	0
Secondary School	0
Higher Education Institution	0
Library	0
Healthcare Facility	0
Public Safety Organization	0

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps December 31, 2023

9. Miles / feet of middle mile fiber routes added No Middle Mile fiber routes are part of this project.
10. Photos of the project, events and facilities related to the project N/A
11. Copies of press releases, outreach materials or advertising N/A
12. Results and outcomes related to any affordability program and initiatives related to the project 24-7 Telcom participates in the Affordable Connectivity Program. There are no locations in the project area that are subscribed to this service to date.
13. Results and outcomes related to any digital literacy, internet adoption or internet access programs and initiative related to the project TBD
14. The number of subscribers; the number of subscribers accessing a low-income offering; and documentation to show that 24-7 is providing households the opportunity to participate in the FCC's Affordable Connectivity Program (ACP) or is providing access to a broad-based affordability program to low-income consumers that provides benefits commensurate to the ACP.

New Bill Message:

(12.22.21 9:34am we updated our language based on consultants input):

As a participant in the FCC 's Emergency Broadband Benefit Program (EBBP), the FCC has ordered several changes to the EBBP that you need to be aware of. This program will soon be identified as the Affordable Connectivity Program (ACP), beginning on December 31, 2021. As a current EBBP subscriber, your monthly discount will remain the same through March 1, 2022. This transition period into the ACP begins on December 31, 2021 and ends on March 1, 2022. After March 1, you will be eligible to receive up to $30 per month from your Affordable Connectivity Program service plan. You may change your service plan at any

Attachment: 24-7 Update to CB - Town of Howard FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

time. Finally, you may also receive additional information if you are required to take any further steps to retain your discount after March 1, 2022.

15. Current matching funds used to-date report $128,478.00
16. Any other information specified by Chippewa County as agreed to by Telcom, to comply with the County ARPA reporting requirements.

Attachment: 24-7 Update to CB - Town of Howard FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

TOWN OF WHEATON FTTH PROJECT
STATUS REPORT - CHIPPEWA COUNTY

REPORTING REQUIREMENTS

Project reports are required to be provided to the County periodically pursuant to Paragraphs 3. d. and 8. b. of the Agreement. Telcom is required to provide certain records and reports to the County Board and to the County when requested to ensure that the County is able to comply with the mandates of the American Rescue Plan Act consistent with Pars. 3. d. and 8. b., Telcom shall provide the following information when required to comply with the County ARPA reporting requirements:

1. Project status: not started, completed less than 50 percent, completed 50 percent or more, or completed > 50%
2. Number of employees and contractors and specify the number of local hires 4 different contractors. 3 of 4 contractors are based in Wisconsin. The 4th contractor is based in Lamar, MO with employees working on this project that live in Eau Claire.
3. Speeds/pricing tiers to be offered, including the speed/pricing of its affordability offering
    a. 300M/300M $79.95
    b. 600M/600M $99.95
    c. 1GIG/1GIG $149.95
4. Technology to be deployed Fiber to the Home - GPON
5. Miles / feet of fiber 43 miles
6. Information about spare fiber and future scalable capacity The network is designed to accommodate future growth and expansion.
7. Number of households projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload and more specifically:
    a. Number of households with access to minimum speed standard of reliable 100 Mbps symmetrical upload and download 460
    b. Number of households with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload 460
    c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps March 31, 2023
8. Number of institutions and businesses projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload, in each of the following categories: business, small business, elementary school, secondary school, higher education institution, library, healthcare facility, and public safety organization and more specifically:

Attachment: 24-7 Update to CB - Town of Wheaton FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

a. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps symmetrical upload and download; and

Business	18
Small Business	0
Elementary School	0
Secondary School	0
Higher Education Institution	0
Library	0
Healthcare Facility	0
Public Safety Organization	0

b. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps download and 20 Mbps upload

Business	0
Small Business	0
Elementary School	0
Secondary School	0
Higher Education Institution	0
Library	0
Healthcare Facility	0
Public Safety Organization	0

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps March 31, 2023

9. Miles / feet of middle mile fiber routes added No Middle Mile fiber routes are part of this project.
10. Photos of the project, events and facilities related to the project N/A
11. Copies of press releases, outreach materials or advertising N/A
12. Results and outcomes related to any affordability program and initiatives related to the project 24-7 Telcom participates in the Affordable Connectivity Program. There are no locations in the project area that are subscribed to this service to date.
13. Results and outcomes related to any digital literacy, internet adoption or internet access programs and initiative related to the project TBD
14. The number of subscribers; the number of subscribers accessing a low-income offering; and documentation to show that 24-7 is providing households the opportunity to participate in the FCC's Affordable Connectivity Program (ACP) or is providing access to a broad-based affordability program to low-income consumers that provides benefits commensurate to the ACP.

New Bill Message:

(12.22.21 9:34am we updated our language based on consultants input):

As a participant in the FCC 's Emergency Broadband Benefit Program (EBBP), the FCC has ordered several changes to the EBBP that you need to be aware of. This program will soon be identified as the Affordable Connectivity Program (ACP), beginning on December 31, 2021. As a current EBBP subscriber, your monthly

Attachment: 24-7 Update to CB - Town of Wheaton FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

discount will remain the same through March 1, 2022. This transition period into the ACP begins on December 31, 2021 and ends on March 1, 2022. After March 1, you will be eligible to receive up to $30 per month from your Affordable Connectivity Program service plan. You may change your service plan at any time. Finally, you may also receive additional information if you are required to take any further steps to retain your discount after March 1, 2022.

15. Current matching funds used to-date report $1,086,590.41
16. Any other information specified by Chippewa County as agreed to by Telcom, to comply with the County ARPA reporting requirements.

Attachment: 24-7 Update to CB - Town of Wheaton FTTH Project 11-30-2022 (7445 : Broadband Update - 24/7 Telcom Inc - Jim Kusilek)

Resolution 21-21

Total Project	$3,607,500.00
Grant Request	$1,803,750.00
Ntera Contribution	$1,227,092.94
Towns	$45,000.00
Chippewa Couty	$531,657.06

Applications	PSC	Ntera	Chip	Town	Locations
Application1 (Cleveland, Lake Holcombe, Ruby, Estella)	$673,649.56	$566,149.56	$107,500.00		165
Application2 (Arthur, Colburn)	$436,402.52	$326,214.35	$110,118.16		111
Application3 (Delmar, Edson, Goetz, Sigel)	$1,065,000.01	$706,031.10	$313,968.90	$45,000.00	284
Totals	$2,175,052.09	$1,598,395.01	$531,587.06	$45,000.00	560

Company Name	Chippewa County Resolution	Chippewa County Resolution	Chippewa County Resolution	PSC Grant Application	Difference between Resolution and Grant Request for Amount	Chippewa County Resolution	PCS Grant Application	Difference between Resolution and Grant Request for # of Locations	Amount Telco said they would Contribute in Resolution	Amount Telcom said they would Contribute in PSC Grant Application	Difference Between Resolution and Grant for Telco Contribution
	Amount of Total Grant Request	Towns	Amount of Grant Request/Town	Grant Application Amount		# of Locations	# of Locations				
NTERA	$313,968.90	**Delmar3**	$131,000	$131,000	$0	35	35	0	$58,125	$58,125	**$0**
		Edson3	$131,250	$131,250	$0	35	35	0	$63,125	$63,125	**$0**
		Goetz3	$277,500	$277,500	$0	74	74	0	$184,288	$184,288	**$0**
		Sigel3	$525,000	$525,000	$0	140	140	0	$400,492	$400,492	**$0**
	$110,118.16	**Author2**	$333,750	$333,750	$0	89	89	0	$251,061	$251,061	**$0**
		Colburn2	$82,500	$102,653	($20,153)	22	22	0	$55,000	$75,153	**$20,153**
	$107,500.00	**Cleveland1**	$26,250	$26,250	$0	7	7	0	$17,500	$17,500	**$0**
		Estella1	$63,750	$63,750	$0	17	17	0	$42,500	$393,650	**$0**
		Lake Holcombe1	$135,000	$486,150	($351,150)	36	115	79	$90,000	$90,000	**$351,150**
		Ruby1	$97,500	$97,500	$0	26	26	0	$65,000	$65,000	**$0**
TOTALS	$531,587.06		**$1,886,000**	**$2,174,803**	**($371,303)**	**481**	**560**	**79**	**$1,227,091**	**$1,598,394**	**$371,303**

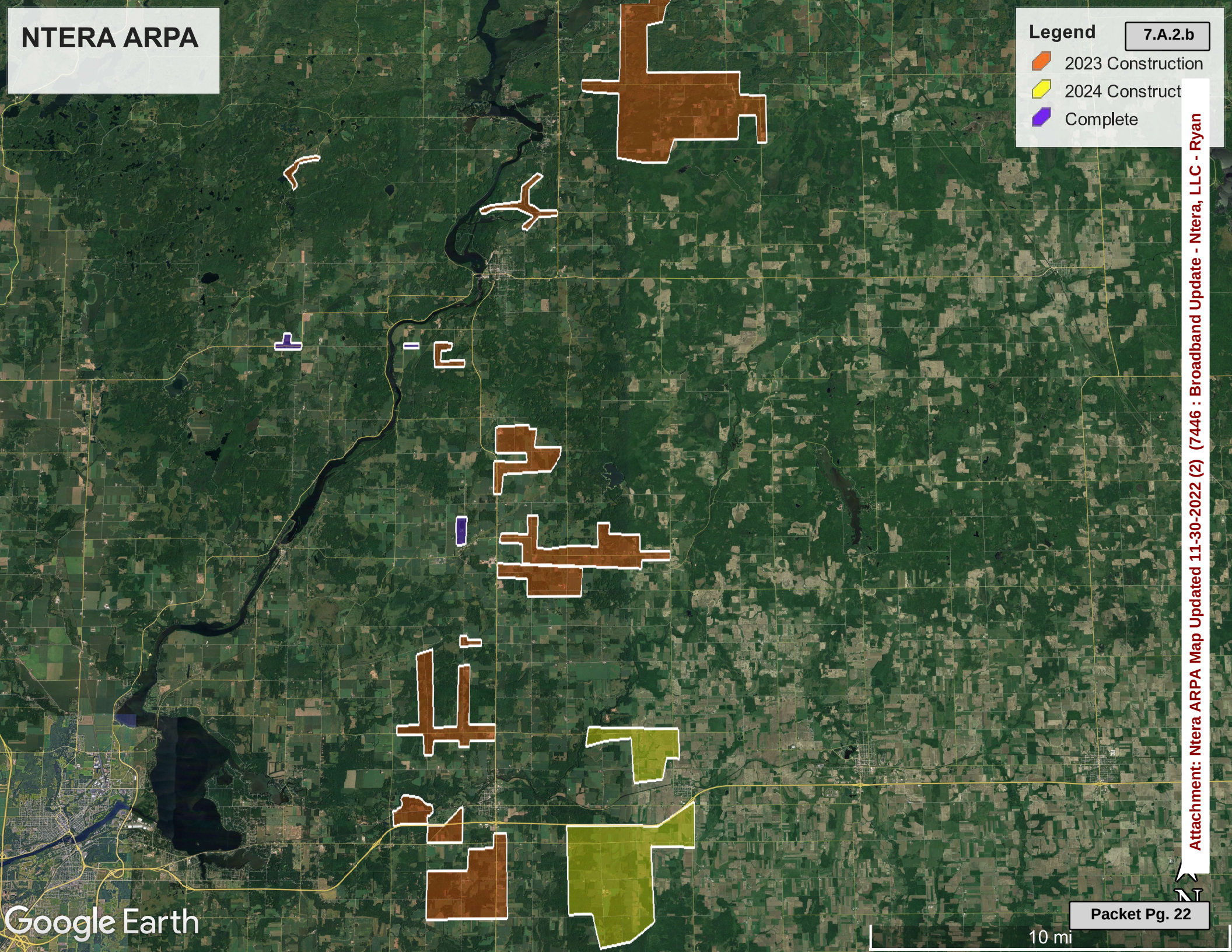
11/30/2022
Update from Ryan Hartzell

See attached the updated maps and timeline. Also the breakdown of monies and the original Cover letter.

Completed…
* ARPA STH 64 – Mainline complete- Drops done – Released (6 homes)
* ARPA 250th St. (Bowe), - Mainline complete- drops done- Released (4 homes)
* ARPA 200th ST off of K – Mainline complete – drops done- Released (1 home)

We would have completed more this year if not for material shortages and finishing other grant projects. Material is either here or on order now and shouldn't be issue moving forward.
Money pulled from Chippewa County $265,828.53 of $531,657.06 was used for the construction completed and material purchased for whole project. Material alone was approx.. $870,000.

Attachment: Ntera Breakdown of Project and Funding 11-30-2022 (7446 : Broadband Update - Ntera, LLC -


NTERA ARPA
Legend
7.A.2.b
2023 Construction
2024 Construct
Complete
Attachment: Ntera ARPA Map Updated 11-30-2022 (2) (7446 : Broadband Update - Ntera, LLC - Ryan
N
Google Earth
10 mi

19 July 2021

Chippewa County Board Members
Chippewa County, Wisconsin

Board Members,

Please review the documentation pertaining to the Ntera FTTH projects for the townships of Lake Holcombe, Ruby, Cleveland, Estella, Colburn, Arthur, Goetz, Edson, Delmar, and Sigel. Along with this cover letter, we have included the project contributions for the organizations and a map showing the locations of the projects. Please note we did visit with the Town of Anson as well.

The break down of funds are as follows.

Total Cost of Projects	$3,607,500.00
PSC Grant Requests	$1,803,750.00
Total Ntera Contribution	$1,227,092.94
Total Town's Contribution	$45,000.00
Total Chippewa County Contribution	$531,657.06
Total Locations	481

Ntera, LLC is owned equally by Chippewa Valley Satellite, a subsidiary of Chippewa Valley Electric Cooperative, and Citizens Connected. Both parent companies are Cooperatives, and have equal ownership in Ntera, LLC.

In early 2017 the parent companies met with the Chippewa County Economic Development Corporation and discussions that started in that meeting lead to the formation of Ntera, LLC. There was a need to bring broadband to the rural areas of Chippewa County and surrounding areas that was not being met by the current providers. By January 2018 the first Ntera customer was connected in the Town of Lake Holcombe.

Without any outside assistance, Ntera has brought Internet, Video, and Voice to over 500 customers. The first project was the Town of Lake Holcombe. Expansion projects were then added for the southern shores of Lake Holcombe, and then on to the northern shores, continuing north to parts of southern Rusk County.

Considering Ntera was a new start-up a few short years ago, Ntera's take rate has been over a rewarding 50%, and the customer count continues to increase daily.

Ntera started with the most densely populated, unserved and underserved areas of the county to generate a revenue stream and are now expanding to less populated areas.

We have received State PSC Grants, in addition to Federal ReConnect funds. These funds have allowed us to expand into more rural areas, a commitment of our original charter. Ntera has grown since its inception. Currently Ntera serves over 1,000 customers.

Ntera has completed the requirements of the State PSC Grant that was received in 2019 in the Town of Birch Creek. The State PSC Grants received in 2020 have been constructed and are being cut into service a year ahead of schedule. Ntera has met or exceeded the requirements of the State PSC Grants received to date and has continued to expand into more rural communities.

All Ntera broadband is FTTH, based on proven Calix GPON technology.

Thank you for your time and consideration,

The Team at Ntera, LLC.

Attachment: Ntera Original Ltr to CB 07-19-2021 (7446 : Broadband Update - Ntera, LLC - Ryan Hartzell)

BLOOMER
TELEPHONECOMPANY

Chippewa Co ARPA Broadband Update

December 13, 2022

2022 ARPA Update- Construction

- Town of Tilden and Town of Eagle Point
- Broke ground starting in Tilden on May 16th
- Wisconsin based construction Co.
- 86 miles of fiber optics installed this season
- Sign ups to continue and additional drops to be plowed in 2023

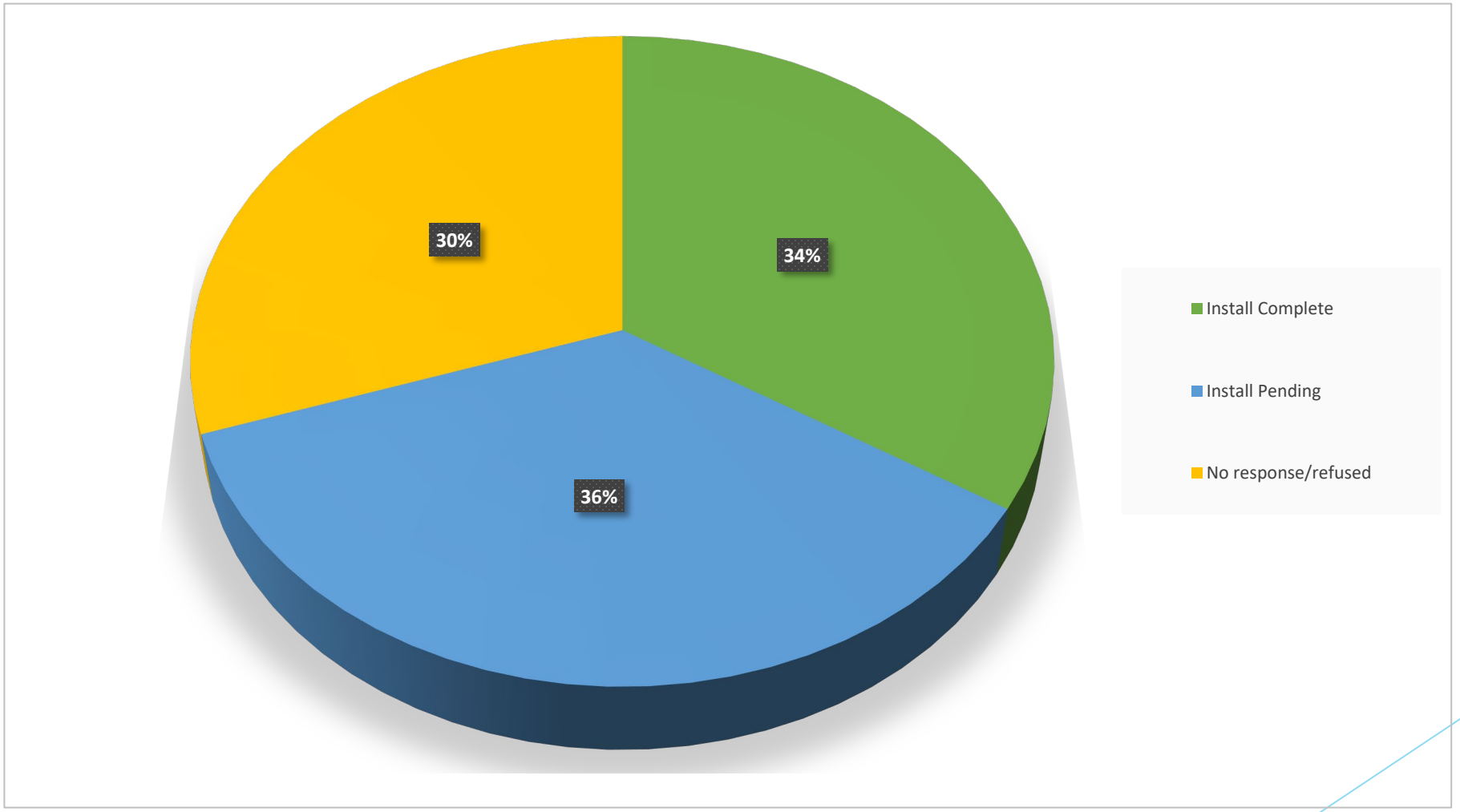


2022 ARPA Update- Marketing
WE GIG IT!

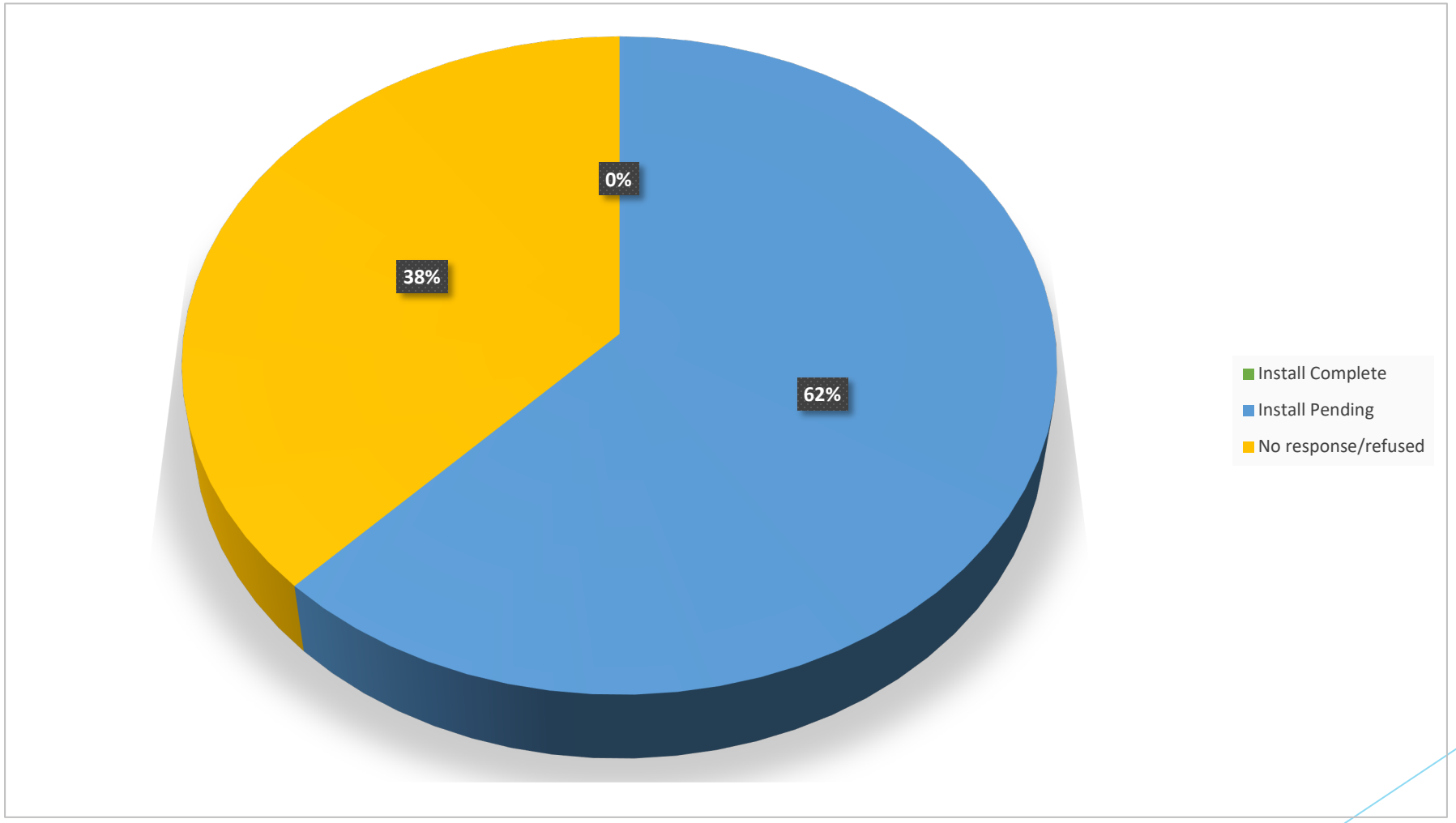
- Press release in Bloomer Advance
- 6 direct mailers sent to eligible locations
- Door to Door campaign – every location visited in person and door tagged
- Yard signs placed through out build area



2022 ARPA Update- Tilden Progress



2022 ARPA Update-Eagle Point Progress



Questions?

Travis McFarlane

Operations Manager – Bloomer Telephone Company

Travis.mcfarlane@bloomer.net

(715) 568-4830

11/30/2022

Fiber Placement in Tilden



Hut Placement



Eagle Point Fiber Hut



Attachment: Bloomer Telco Pictures 2022 (7447 : Broadband Update - Bloomer Telephone Company - Kent Klima and Travis McFarlane)

Typical Ped



Attachment: Bloomer Telco Pictures 2022 (7447 : Broadband Update - Bloomer Telephone Company - Kent Klima and Travis McFarlane)

EXHIBIT B – REPORTING REQUIREMENTS

Chippewa County – Bloomer Telephone Company Broadband Grant Agreement **TOWN OF EAGLE POINT Project REPORT**

Project reports are required to be provided to the County periodically pursuant to Paragraphs 3. d. and 8. b. of the Agreement. Bloomer is required to provide certain records and reports to the County Board and to the County when requested to ensure that the County is able to comply with the mandates of the American Rescue Plan Act consistent with Pars. 3. d. and 8. b., Bloomer shall provide the following information when required to comply with the County ARPA reporting requirements or when requested by the County:

1. Project status: not started, completed less than 50 percent, completed 50 percent or more, or Completed

COMPLETED 50% OR MORE.

2. Number of employees and contractors and specify the number of local hires

BTC currently employs 11 people, we have hired 3 new employees this year.

Tjader & Highstrom is our build contractor(WI), engineering done by CNE(ND), and site visits/project management from Midwest Fiber Solutions(WI).

3. Speeds/pricing tiers to be offered, including the speed/pricing of its affordability offering

100/100 @ $49.95, 250/250 @ $79.95, 500/250 @ $129.95, 1000/250 @ $199.95, 1000/1000 $229.95

ACP benefit is applicable to any tier, but when used with the 100/100 tier the household's $30 ACP credit will reduce the out of pocket to $19.95.

https://bloomer.net/internet/

4. Technology to be deployed

XGS-PON

5. Miles / feet of fiber

49.3 Miles, (9.2 miles of which are drops)

6. Information about spare fiber and future scalable capacity

The project has spare fiber capacity and has been designed for future expansion, additional homes, and PON technology is scalable.

7. Number of households projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload and more specifically: **286**

a. Number of households with access to minimum speed standard of reliable 100 Mbps symmetrical upload and download **286**

b. Number of households with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload **286**

Attachment: Bloomer Telco ARPA Report for Q4 - Eagle Point township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company -

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps **N/A**

8. Number of institutions and businesses projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload, in each of the following categories: business, small business, elementary school, secondary school, higher education institution, library, healthcare facility, and public safety organization and more specifically: **1 pub saf. 5 small bus.**

a. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps symmetrical upload and download; and **1 pub saf. 5 small bus.**

b. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps download and 20 Mbps upload **1 pub saf. 5 small bus.**

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps **N/A**

9. Miles / feet of middle mile fiber routes added

N/A – FTTH / Last mile project

10. Photos of the project, events and facilities related to the project

See Attachment

11. Copies of press releases, outreach materials or advertising

See Attachment

12. Results and outcomes related to any affordability program and initiatives related to the Project

0 sign ups thus far for ACP, but is available

13. Results and outcomes related to any digital literacy, internet adoption or internet access programs and initiative related to the project.

In addition to the mailers sent to eligible locations for the new broadband service, we have sent someone to every location to door knock / door tag to try to make contact and explain the offering. Signs placed at intersections along the fiber route.

14. The number of subscribers; the number of subscribers accessing a low-income offering; and documentation to show that Bloomer is providing households the opportunity to participate in the FCC's Affordable Connectivity Program (ACP) or is providing access to a broadbased affordability program to low-income consumers that provides benefits commensurate to the ACP. **No installs yet. (0/0)**

https://cnm.universalservice.org/ **Bloomer Tel is listed**

Attachment: Bloomer Telco ARPA Report for Q4 - Eagle Point township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company -

15. Current matching funds used to-date report

Chippewa Co. matching funds of $281,875 used.

16. Any other information specified by Chippewa County as agreed to by Bloomer, to comply with the County ARPA reporting requirements.

None at this time. Installs to start Q1 of 2023.

Attachment: Bloomer Telco ARPA Report for Q4 - Eagle Point township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company -

EXHIBIT B – REPORTING REQUIREMENTS

Chippewa County – Bloomer Telephone Company Broadband Grant Agreement-**TOWN OF TILDEN Project REPORT**

Project reports are required to be provided to the County periodically pursuant to Paragraphs 3. d. and 8. b. of the Agreement. Bloomer is required to provide certain records and reports to the County Board and to the County when requested to ensure that the County is able to comply with the mandates of the American Rescue Plan Act consistent with Pars. 3. d. and 8. b., Bloomer shall provide the following information when required to comply with the County ARPA reporting requirements or when requested by the County:

1. Project status: not started, completed less than 50 percent, completed 50 percent or more, or

Completed

COMPLETED 50% OR MORE.

2. Number of employees and contractors and specify the number of local hires

BTC currently employs 11 people, we have hired 3 new employees this year.

Tjader & Highstrom is our build contractor(WI), engineering done by CNE(ND), and site visits/project management from Midwest Fiber Solutions(WI).

3. Speeds/pricing tiers to be offered, including the speed/pricing of its affordability offering

100/100 @ $49.95, 250/250 @ $79.95, 500/250 @ $129.95, 1000/250 @ $199.95, 1000/1000 $229.95

ACP benefit is applicable to any tier, but when used with the 100/100 tier the household's $30 ACP credit will reduce the out of pocket to $19.95.

https://bloomer.net/internet/

4. Technology to be deployed

XGS-PON

5. Miles / feet of fiber

37 Miles (5 miles of which are drops)

6. Information about spare fiber and future scalable capacity

The project has spare fiber capacity and has been designed for future expansion, additional homes, and PON technology is scalable.

7. Number of households projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload and more specifically: **133**

a. Number of households with access to minimum speed standard of reliable 100 Mbps symmetrical upload and download **133**

b. Number of households with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload **133**

Attachment: Bloomer Telco ARPA Report for Q4 -Tilden township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company - Kent

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps **N/A**

8. Number of institutions and businesses projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to reliable, wireline service of at least 25 Mbps download and 3 Mbps upload, in each of the following categories: business, small business, elementary school, secondary school, higher education institution, library, healthcare facility, and public safety organization and more specifically: **3 businesses**

a. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps symmetrical upload and download; and **3 businesses**

b. Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps download and 20 Mbps upload **3 businesses**

c. For locations with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload the anticipated date that the location will be scaled to 100 / 100 Mbps **N/A**

9. Miles / feet of middle mile fiber routes added

N/A – FTTH / Last mile project

10. Photos of the project, events and facilities related to the project

See Attachment

11. Copies of press releases, outreach materials or advertising

See Attachment

12. Results and outcomes related to any affordability program and initiatives related to the Project

0 sign ups thus far for ACP, but is available

13. Results and outcomes related to any digital literacy, internet adoption or internet access programs and initiative related to the project.

In addition to the mailers sent to eligible locations for the new broadband service, we have sent someone to every location to door knock / door tag to try to make contact and explain the offering. Signs placed at intersections along the fiber route.

14. The number of subscribers; the number of subscribers accessing a low-income offering; and documentation to show that Bloomer is providing households the opportunity to participate in the FCC's Affordable Connectivity Program (ACP) or is providing access to a broadbased affordability program to low-income consumers that provides benefits commensurate to the ACP. **45subs, 0 ACP subs.**

https://cnm.universalservice.org/ **Bloomer Tel is listed**

Attachment: Bloomer Telco ARPA Report for Q4 -Tilden township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company - Kent

15. Current matching funds used to-date report

Chippewa Co. matching funds of $137,500 used.

16. Any other information specified by Chippewa County as agreed to by Bloomer, to comply with the County ARPA reporting requirements.

None at this time. 45 customers currently installed, more planned for Q1 of 2023.

Attachment: Bloomer Telco ARPA Report for Q4 -Tilden township 11-30-2022 (7447 : Broadband Update - Bloomer Telephone Company - Kent

Department of Administration

Randy B. Scholz, County Administrator

December 6, 2022

TO: County Board Supervisors

FR: Randy Scholz

RE: 2023 Heath Insurance Premiums

The purpose of this letter is to inform you that there are no changes to Chippewa County's health insurance plan premiums as presented and approved by the County Board on August 9, 2022 in Resolution No 43-22: Resolution to Establish Health Insurance Plan Funding for 2023.

Per resolution it states that "by no later than December 13, 2022, the County Administrator will provide a report to the County Board that provides the actual total cost for the County's Health Insurance Plan beginning January 1, 2023, for all full-time employees and COBRA qualified beneficiaries."

In November, Brown & Brown, Chippewa County's benefit consultant/broker, provided our final Captive/stop loss insurance premium renewal for 2023. In August, Brown & Brown supported the 0% increase to the total 2023 health insurance plan cost estimating a 15% increase in our Captive/Stop loss insurance policy and we received a 12.4% increase for 2023.

Based on this final renewal rate, I wanted to provide an update to the County Board and let you know that Chippewa County's 2023 health insurance plan costs will not change from the resolution approved on August 9, 2022. Here is an illustration of the final costs for 2023:

2023 ACTIVE EMPLOYEE HEALTH PLAN – **Non WPPA employees**					
Anthem Blue Preferred Network	$2,000/$4,000 Deductible		Out of Network	$4,000/$8,000 Deductible	
	$5,000/$10,000 OOP			$10,000/$20,000 OOP	
	Single	Family		Single	Family
Total Cost	$884	$1,999	Total Cost	$884	$1,999
Employee Contribution	$0	$0	Employee Contribution	$0	$0
Employer Contribution	$884	$1,999	Employer Contribution	$884	$1,999

Attachment: CA Ltr to CB RE 2023 Health Ins Premiums w Stop Loss Finalized FINAL 11-15-2022 (7413 : Update on 2023 Health Insurance

711 N. Bridge Street, Room 106
Chippewa Falls, WI 54729
rscholz@co.chippewa.wi.us
Ph: (715) [illegible]
Fx: (715) [illegible]

Attachment: 2. Firearms Range FP Report 11-16-22 Rev. 2 (7398 : Update on the Firearms Range Closure - Randy Scholz & Larry Ritzinger)

11/16/22 F&P Committee Meeting Firearms Range Closure – Remediation Project Report

- **Firearms Range Closure Project (Res. # 31-22)**
  Approved Budget: $1,000,000
  Project Schedule:

  - **July 1, 2022** – The Firearms Range was officially closed to the public, law enforcement, and the Hunters Education programs.

  - **July 18, 2022** – A new gate and signage was installed at the Firearms Range, and the website was updated.

  - **September, 2022** – A Request for Proposal (RFP) for professional services to assist the County with the EPA/WI-DNR Range Closure process was completed. Cedar Corporation Engineering was selected.

  - **October 11 & 12, 2022** – The Cedar Corporation (Matt Taylor) collected multiple soil samples and a water sample at the Range. The samples were then sent to a lab in Chicago, IL for testing. The water test results came back a couple weeks later with a higher lead content then what we had with our first test.

  - **October 31, 2022** – The electrical service for the Storage Building and Training Facility was re-worked. The electrical feed now goes directly from the new electrical meter/pedestal to the Training Facility.

  - **November 1, 2022** – 95% of the surplus property at the Range has been removed. The remaining surplus property includes: about (12) shooting stands, about (12) target stands, and about (30) 55-gallon plastic barrels.

  - **November 4, 2022** – The underground water main serving the Storage and Training Facilities has been re-worked. Now the Storage Building will no longer need to be heated in the winter, and it is ready for demolition.

  - **November 7, 2022** – Due to the difference in the two water tests of lead detected in groundwater from the potable well serving the property, a confirmation sample split for analysis at two different certified labs was taken. The results of the confirmation water samples are pending.

Attachment: 2. Firearms Range FP Report 11-16-22 Rev. 2 (7398 : Update on the Firearms Range Closure - Randy Scholz & Larry Ritzinger)

- **November 9, 2022** – The Cedar Corporation (Matt Taylor) shared the following in a preliminary report: Based on the review of environmental conditions completed through the course of the initial site investigation, the Site will require further investigation. Elevated levels of arsenic, lead and silver have been detected in the berms at the Site. The full depth of impacted soils into the face of the berms has yet to be determined. The County is currently in the planning phase for the Site's redevelopment. Cedar Corporation recommends the collection of additional soil samples to determine the vertical and horizontal extent of the impacted soils at the Site.

- **December, 2022** – The Cedar Corporation (Matt Taylor) anticipates having the test results back from the 2nd water samples. Additionally, Cedar Corporation intends to evaluate potential Remedial Actions for the Site in the Site Investigation Report for consideration.

Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

Employee Engagement

Survey Window: 9/19/22 to 9/30/22

Randy Scholz, County Administrator

Executive Committee - December 6, 2022

County Board – December 13, 2022

Why Employee Engagement

1. **We want to know!** This is our forth year surveying our employees and third Q^{12} Engagement Survey. We genuinely want to know how our employees feel about Chippewa County. We want employees to have an opportunity to share their voice!
2. **We want to change and improve!** Most, if not all consultants agree, do not survey unless you are ready to act and change. We honestly and thoughtfully reviewed the results in 2019 and 2020. We created action plans to improve and plan to do this again in 2022!
3. **We want to see proof of improvement!** Gallup's Q^{12} survey tool provides comparisons to other companies to allow us to benchmark and they also provide us reports to see results compared to other survey years.

We want you to consider Chippewa County the

BEST PLACE TO WORK

in the Chippewa Valley!

Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

Q12 and Engagement Background – 2019, 2020 and 2022

- Jenna Bidwell, an Employee Engagement Consultant from Carlson Dettmann assisted Chippewa County with our 2019 and 2020 Survey. In 2022, Christine Storlie was our Consultant.
- We continue to use Gallup's Q12 Employee Engagement Survey
- Survey was launched on 9/9/19, 9/30/20 and 9/19/22 (all surveys had a two week window)
- Survey results continue to be anonymous and reported in 6 ways only. Reports can only be generated with results if there are at least 4 responses by report. Here are the following reporting options:
  1. Overall Report – Entire County
  2. Department
  3. Division (may be the same as Dept)
  4. Direct Supervisor
  5. Generation
  6. Tenure
- Survey results are distributed and meetings are held each year in November through December
- Action Items are due to the County Administrator in December or January each year
- Follow up on action items and meetings also occur with the County Administrator mid year

Q12 and Engagement Background

2019 state of engagement in the United States

- Engaged: 33%
- Not Engaged: 51%
- Actively Disengaged: 16%

2019 Overall Results County-wide:

Engaged: 35%

Not Engaged: 49%

Actively Disengaged: 16%

- **CURRENT state of engagement in the United States**

Engaged: 32% Not Engaged: 51% Actively Disengaged: 17%

What do we mean by Engaged, Not Engaged and Actively Disengaged?

- Engaged: employees working with passion – psychological commitment to advancing their organization
- Not Engaged: employees who put in their time no passion – nothing extra
- Actively Disengaged: employees aren't just unhappy – they share their unhappiness

Q12 and Engagement Background

2019 Overall Results County-wide:

- Engaged: 35%
- Not Engaged: 49%
- Actively Disengaged: 16%
- 26th percentile in Gallup's database

2020 Overall Results County-wide:

Engaged: 45%

Not Engaged: 46%

Actively Disengaged: 9%

63rd percentile in Gallup's database

2022 Overall Results County-wide:

Engaged: 47%

Not Engaged: 45%

Actively Disengaged: 8%

45th percentile in Gallup's database

Response Rates:

2019: 76%

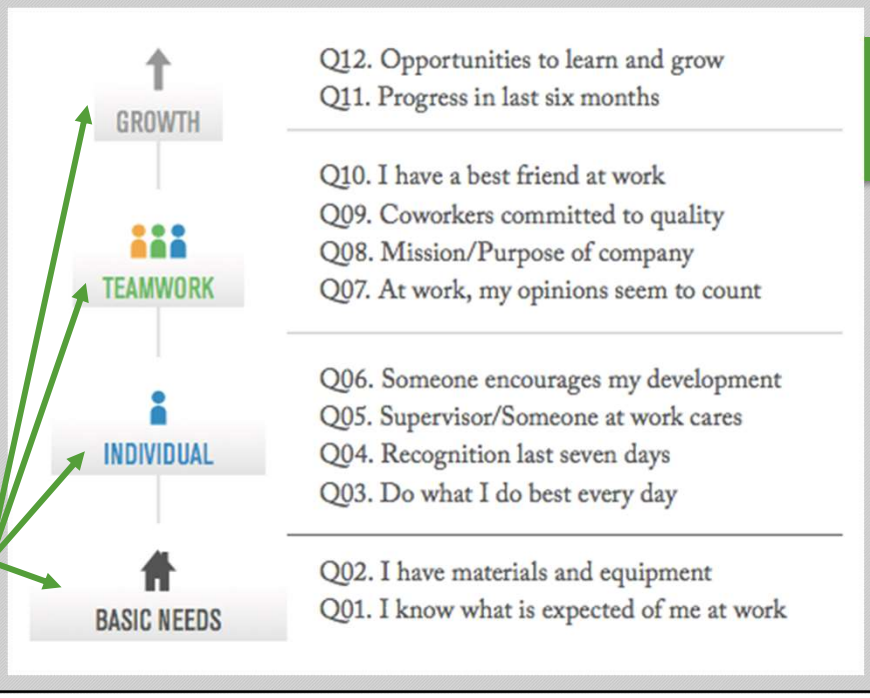
2020: 78%

2022: 75%



Q12 Survey Questions





Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

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Manager's Impact on Engagement

1. Managers need to go beyond listening to their employees, but lead their employees to higher engagement
2. Managers need to set a good example, by modeling desired behaviors
3. Managers should come prepared to the team meetings to discuss survey input
4. Managers should highlight successes from last year
5. Managers should work to connect with employees and create a safe and engaging environment during team meetings to discuss the results and make action plans for the future
6. Managers should never stop learning about their teams and developing their strengths
7. This survey is not a tool to determine poor management or poor managers – it is a tool to show where managers and teams together can improve to increase employee engagement.
8. Engagement is impacted by the employee, their co-workers, their manager, administration and the County Board

Department Head and Employee Training

- All Department Heads attended an Employee Engagement Refresher Training presented by Randy and Toni on October 11 and October 25, 2022.
- Randy, Toni and Chris Storlie held a conference call on October 18, 2022 to discuss the overall results and get Chris's input before rolling out the results to Department Heads.
- All managers and employees were required to view a 15 minute training video on Engagement in October. The video reminded everyone how to read the reports and to know what to expect this year.
- All Department Heads were provided their results on October 25,2022 and will be holding meetings with their managers and all employees in November and December.
- Toni and Chris will be available as needed by managers to discuss this year's results and action items.

County-wide Engagement Goal Overview

- A common County-wide goal we focused on after the 2019 and 2020 engagement surveys was **communication**. The entire county worked to improve communication at both the department-level and County-wide. This feedback in 2019 helped us focus on better communication during the pandemic and we received great feedback on this after completing a COVID related survey. While we are not initiating a County-wide goal to improve communication after 2022's survey, we believe communication continues to be important and an area that we will continuously work to strengthen.

- After 2020's engagement survey, a second goal recommended by our consultant was to focus on improving the **engagement questions Q01-Q03**. These questions focus on our basic needs (what's expected of me, equipment/materials to do my job and opportunity to do my best). County-wide scores improved in all three areas and most department reports illustrated improvement as well.

- After 2022's survey our County-wide goals are in three areas: Improve **recognition** (Q04), improve the **response rate to Q10** (best friend at work) and ask that our Department Heads and managers formally meet with their staff every 6 months at a minimum to assist in improving Q11 (talked to me about **progress in the last 6 months**)

Team Meetings

Every Department Head and manager is required to hold team meetings that includes the steps below:

1. Review Q12 survey results with employees and facilitate discussions and get feedback from teams
2. Develop a list of what the County, Department Head, manager and/or employees should start, stop and continue doing based on the results. (due 1/31/23)
3. Discuss and develop a new department/division goal based on the team's results. If the team hasn't achieved the 2019/2020 goals and they are still relevant and important, they may continue to work on past goals as well
4. To assist in achieving the three County-wide goals, each manager will do the following:
   - Discuss recognition preferences 1:1 with each employee during the performance review meetings in 2023
   - Educate employees on the importance of answering all engagement questions and why the best friend question is in Gallup's survey
   - Ensure that the Department Head or manager is meeting at least twice a year with each employee. Some meet more often, but some only meet during the performance review meeting. It's important to meet more often and regularly to check in on progress, engagement and goals.
5. Review and Recalibrate – Our final goal is to also meet and discuss the action plans regularly throughout 2023.

Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

Understanding Chippewa County's Overall Survey Report

This is your company's GrandMean.

The GrandMean score is an **average of the averages** for the scores you receive on the individual Q12 items. It highlights your company's **overall engagement**.

The total number of respondents is listed for each Q12 item.

Each Q12 item has an average score.

EMPLOYEE ENGAGEMENT REPORT | EMPLOYEE ENGAGEMENT Q12 - 1009249284839

Q12 Mean	Overall	Respondents	Engagement Mean	Mean Percentile Rank - Gallup Overall	Engagement Index
The Gallup Q12 score represents the average, combined score of the 12 elements that measure employee engagement. Each element has consistently been linked to better business outcomes.		304	4.02	45	Engaged: 47% Not Engaged: 45% Actively Disengaged: 8%

	Respondents	Current Mean	Mean Percentile Rank - Gallup Overall	Company Overall Current Mean
Q00: On a five-point scale, where 5 means extremely satisfied and 1 means extremely dissatisfied, how satisfied are you with your organization as a place to work?	300	3.93	36	3.93
Q01: I know what is expected of me at work.	302	4.52	53	4.52
Q02: I have the materials and equipment I need to do my work right.	303	4.32	58	4.32
Q03: At work, I have the opportunity to do what I do best every day.	302	4.15	46	4.15
Q04: In the last seven days, I have received recognition or praise for doing good work.	293	3.60	41	3.60
Q05: My supervisor, or someone at work, seems to care about me as a person.	297	4.41	56	4.41
Q06: There is someone at work who encourages my development.	299	3.96	41	3.96
Q07: At work, my opinions seem to count.	301	3.76	38	3.76
Q08: The mission or purpose of my organization makes me feel my job is important.	304	4.12	44	4.12
Q09: My fellow employees are committed to doing quality work.	303	4.08	40	4.08
Q10: I have a best friend at work.	273	3.51	40	3.51
Q11: In the last six months, someone at work has talked to me about my progress.	291	3.76	34	3.76
Q12: This last year, I have had opportunities at work to learn and grow.	298	4.02	43	4.02

Compared to 2019:
35% - 49% - 16%
Compared to 2020:
45% - 46% - 9%

Each Q12 item is color-coded by database percentile rank so that you can easily visualize where your company stands in relation to others.

Understanding Chippewa County's Overall Survey Report

Chippewa County 2022 Employee Engagement Survey | Overall

Percentile range in Gallup Database <33 | 33-66 | >66

PAST 3.99 GRANDMEAN PERCENTILE RANK: 26

CURRENT 4.02 GRANDMEAN PERCENTILE RANK: 45

		Past Score (Respondents)		Change	Current Score (Respondents)		Gallup Database Percentile Ranking
Q00	Overall Satisfaction How satisfied are you with your organization as a place to work?	3.93	(321)		3.93	(321)	36
Q01	Know What's Expected I know what is expected of me at work.	4.43	(322)	↑	4.52	(302)	53
Q02	Materials and Equipment I have the materials and equipment I need to do my work right.	4.09	(319)	↑	4.32	(303)	58
Q03	Opportunity to do Best At work, I have the opportunity to do what I do best every day.	4.09	(320)	↑	4.15	(302)	46
Q04	Recognition In the last seven days, I have received recognition or praise for doing good work.	3.66	(310)	↓	3.60	(293)	41
Q05	Cares About Me My supervisor, or someone at work, seems to care about me as a person.	4.38	(320)	↑	4.41	(297)	56
Q06	Development There is someone at work who encourages my development.	3.97	(319)	↓	3.96	(299)	41
Q07	Opinions Count At work, my opinions seem to count.	3.87	(318)	↓	3.76	(301)	38
Q08	Mission/Purpose The mission or purpose of my organization makes me feel my job is important.	4.12	(322)		4.12	(304)	44
Q09	Committed to Quality My fellow employees are committed to doing quality work.	4.12	(320)	↓	4.08	(303)	40
Q10	Best Friend I have a best friend at work.	3.36	(279)	↑	3.51	(273)	40
Q11	Progress In the last six months, someone at work has talked to me about my progress.	3.70	(307)	↑	3.76	(291)	34
Q12	Learn and Grow This last year, I have had opportunities at work to learn and grow.	4.09	(317)	↓	4.02	(298)	43

2020 Goals
Q01, Q02 & Q03

2022 Goals
Q04, Q10 & Q11

Past Score – Column 1 will show 2020 scores
Change – Column 2 will show an arrow up or down when comparing Past and Current scores
Current Score – Column 3 will show 2022 scores

Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

Chippewa County Demographics

Generation		# Employees	Completed Survey
Generation Z	< 25	27	20
Millennial	26 – 37	103	79
Generation X	38 – 54	178	135
Baby Boomer	55 – 73	95	66
Traditional	> 74	4	< 4

Tenure	# Employees	Completed Survey
Less than 1 year	51	39
1-3 years	95	78
4-5 years	55	37
6-7 years	49	33
8-10 years	45	37
11-15 years	29	20
More than 15 years	83	60

What is the role of County Board Supervisors?

- The County Board establishes the priorities and defines the direction on where we are going as a County.
- County Board Supervisors set an example when they were engaged with the strategic planning process.
  - This was an important initiative as it helped everyone understand what we are supposed to be working on.
- When a decision has been made at a County Board or committee meeting, it's important to support the decision and move forward.
  - This shows employees that you have a united front and are leading by example.
- If you don't understand something please ask questions.
  - Department Heads want you to be successful and they are eager to provide additional information so you can make informed decisions.
- Continue to support the County Administrator and departments as they carry out your directives.
- Continue to support the County Administrator and Department heads as they participate in leadership training and work on the action plans developed to improve engagement with employees.

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What's Next

- Randy is using the biweekly Department Head meetings in November and December to discuss the survey results and come up with action plans for the Department Heads and Elected Officials
- Randy plans to meet one-on-one with each Department Head to discuss their results while during the 2022 annual performance review meetings in January and February
- Randy plans to use the monthly Department Head meetings, to check in on progress and allow for brainstorming on what we can do to improve and learn from one another
- Randy will review and identify training topics, needs or other opportunities from the action items submitted to Randy by 1/31/23
- Randy plans to request an update by Department Heads and Elected Officials in the summer of 2023 to review progress on engagement action items they developed in their departments
- Plan is to re-survey using Gallup's Q12 survey in the Fall of 2024
- In 2023, we plan to do our second "stay survey" that asks different key questions related to policy, benefits, communication, etc.

Questions, Comments, or Concerns



Attachment: CA Update to CB RE Employee Engagement Update FINAL 11.15.2022 (7414 : Update on Employee Engagement - Randy Scholz

Finance Update

January-September 2022 (Pre-Audited)

Lori Zwiefelhofer, Finance Director

County Board – December 13, 2022

Definitions

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

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

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

Definitions (cont.)

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

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

Definitions (cont.)

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

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

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

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

January – September 2022 (Pre-Audited) Financial Results

2022 Pre-Audited Financial Results

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

General Fund

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/(Loss)
02	County Board	$ 185,436.00	$ 185,436.00	100.0%	$ 185,436.00	$ 128,087.90	69.1%	$ 57,348.10
03	General County	$ 356,944.00	$ (1,847,479.22)	-517.6%	$ 356,944.00	$ 311,594.77	87.3%	$ (2,159,073.99)
04	Department of Administration	$ 7,680,767.51	$ 5,965,737.32	77.7%	$ 7,680,767.51	$ 4,301,009.30	56.0%	$ 1,664,728.02
05	Insurances	$ 400,400.00	$ 270,231.22	67.5%	$ 400,400.00	$ 87,926.67	22.0%	$ 182,304.55
06	County Clerk	$ 1,222,483.00	$ 1,206,999.42	98.7%	$ 1,222,483.00	$ 1,154,036.25	94.4%	$ 52,963.17
10	County Treasurer	$ 415,145.00	$ 304,729.19	73.4%	$ 415,145.00	$ 274,245.71	66.1%	$ 30,483.48
11	Register of Deeds	$ 426,448.00	$ 338,623.97	79.4%	$ 426,448.00	$ 276,452.15	64.8%	$ 62,171.82
12	District Attorney	$ 804,701.00	$ 773,361.09	96.1%	$ 804,701.00	$ 586,104.89	72.8%	$ 187,256.20
14	Clerk of Courts	$ 1,503,758.00	$ 1,378,029.87	91.6%	$ 1,503,758.00	$ 1,077,317.87	71.6%	$ 300,712.00
18	Register in Probate	$ 223,327.00	$ 221,049.37	99.0%	$ 223,327.00	$ 155,176.01	69.5%	$ 65,873.36
20	Child Support	$ 862,189.00	$ 507,205.23	58.8%	$ 862,189.00	$ 578,207.46	67.1%	$ (71,002.23)
24	Sheriff	$ 11,635,039.25	$ 8,806,704.58	75.7%	$ 11,635,039.25	$ 7,422,309.71	63.8%	$ 1,384,394.87
26	Emergency Mgmt	$ 304,498.00	$ 187,050.38	61.4%	$ 304,498.00	$ 170,571.51	56.0%	$ 16,478.87
27	Coroner	$ 162,680.00	$ 148,265.00	91.1%	$ 162,680.00	$ 127,892.33	78.6%	$ 20,372.67
42	Housing Authority	$ 1,150.00	$ 1,150.00	100.0%	$ 1,150.00	$ -	0.0%	$ 1,150.00
48	UW - Extension	$ 313,741.00	$ 318,045.78	101.4%	$ 313,741.00	$ 156,999.55	50.0%	$ 161,046.23
50/52	Land Conservation & Forest Mgmt	$ 3,461,677.00	$ 1,652,045.98	47.7%	$ 3,461,677.00	$ 1,366,933.77	39.5%	$ 285,112.21
53/54	Planning & Zoning	$ 1,135,239.00	$ 845,272.14	74.5%	$ 1,135,239.00	$ 612,667.93	54.0%	$ 232,604.21
60	Veterans	$ 228,280.00	$ 228,462.84	100.1%	$ 228,280.00	$ 150,989.20	66.1%	$ 77,473.64
68	Public Health	$ 740,824.00	$ 711,400.41	96.0%	$ 740,824.00	$ 368,077.51	49.7%	$ 343,322.90
100	**General Fund**	**$ 32,064,726.76**	**$ 22,202,320.57**	**69.2%**	**$ 32,064,726.76**	**$ 19,306,600.49**	**60.2%**	**$ 2,895,720.08**

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

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

General Fund (cont.)

- Highlights Include:
  - **General County**
    - State Shared Revenues arrive in 4th Quarter (2022 Budgeted = $2,573,780)
  - **County Clerk**
    - The expenses show 94.4% utilized which is attributed to the annual Libraries allocation (2022 = $902,109)
  - **County Treasurer**
    - Interest rates are recovering. Between CDs and Schwab Market, we are at about 72% compared to 75% of the budgeted
  - **Child Support**
    - State Aid is received quarterly

Revenues - You will notice that some departments show revenues at 100% because the tax levy allocation for their department is given at the beginning of the year for the whole year.

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

Special Revenue Funds

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/(Loss)
204	Public Health	$ 1,894,146.00	$ 1,499,297.96	79.2%	$ 1,894,146.00	$ 1,513,473.72	79.9%	$ (14,175.76)
205	ADRC & Aging	$ 1,941,971.00	$ 945,096.53	48.7%	$ 1,941,971.00	$ 1,185,337.57	61.0%	$ (240,241.04)
208	Human Services	$ 7,562,189.00	$ 5,624,346.98	74.4%	$ 7,592,060.00	$ 5,974,113.97	78.7%	$ (349,766.99)
84	DHS-RWC	$ 3,476,112.00	$ 1,496,523.68	43.1%	$ 3,476,113.00	$ 2,358,361.93	67.8%	$ (861,838.25)
85	RWC-Comprehensive Comm Serv	$ 13,769,442.00	$ 10,469,542.17	76.0%	$ 13,739,570.00	$ 11,463,262.05	83.4%	$ (993,719.88)
209	Recovery & Wellness Consortium	$ 17,245,554.00	$ 11,966,065.85	69.4%	$ 17,215,683.00	$ 13,821,623.98	80.3%	$ (1,855,558.13)
213	Housing CDBG Revolving Loans	$ 1,377,450.00	$ 843,637.43	61.2%	$ 1,377,450.00	$ 822,332.67	59.7%	$ 21,304.76
215	Jail Assessment	$ 53,500.00	$ 35,774.09	66.9%	$ 53,500.00	$ 64,039.78	119.7%	$ (28,265.69)
220	Land Records	$ 151,000.00	$ 131,136.00	86.8%	$ 151,000.00	$ -	0.0%	$ 131,136.00
226	County Economic Development	$ 47,462.00	$ 7,493.56	15.8%	$ 47,462.00	$ -	0.0%	$ 7,493.56
230	Sales Tax Property Tax Relief	$ 6,581,027.00	$ 4,696,856.03	71.4%	$ 6,581,027.00	$ 6,581,027.00	100.0%	$ (1,884,170.97)
233	Opioid Abatement Account	$ -	$ 54,489.62	0.0%	$ -	$ -	0.0%	$ 54,489.62

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

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

Special Revenue Funds (cont.)

- Highlights Include:
  - **Recovery Wellness Consortium (RWC)**
    - Medicaid revenue reported with a 2-3 month delay
  - **Sales Tax**
    - Up 3.02%, revenue reported with a two month delay
  - **Opioid Abatement Account**
    - In December 2021, Chippewa County Board approved the settlement for the national opioid litigation. We anticipate to receive a net $1.5 million from Johnson & Johnson and the distributors over 18 years. Cases are still pending with the opioid manufacturers and retailers.

RWC Working Capital Pool	
Buffalo	$ 49,073.46
Burnett	9,874.58
Dunn	425,775.00
Pepin	109,957.00
Pierce	313,289.00
Polk	280,453.03
Rusk	41,637.46
Washburn	153,032.03
9/30/2022 Balance	**$ 1,383,091.56**

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

Special Revenue Funds - American Rescue Plan Act Funds

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/(Loss)
235	American Rescue Plan Funds	$ 6,279,529.00	$ 6,353,674.68	101.2%	$ 6,279,529.00	$ 585,327.54	9.3%	$ 5,768,347.14

Revenues:	
Federal Funds	$ 6,279,529.50
Interest Income	74,145.18
Total Revenues	**$ 6,353,674.68**

Chippewa County received $12,559,059 of ARPA Funds.

- We received $6,279,529.50 on May 19, 2021.
- We received $6,279,529.50 on June 9, 2022.

Expenses:	
BB-24/7 (Res 20-21)	$ 169,774.50
BB-Ntera (Res 21-21)	265,828.53
BB-BTC (Res 22-21)	137,500.00
BB-BTC (Res 6-22)	
BB-Ntera (Res 7-22)	
Public Firearms Range	4,907.00
Contaminate Mitigation Wells	675.01
Otter Lake Bathroom/Showers	
Pine Point Bathroom/Well	
Picnic Tables for Parks	
Firewood Dispensers	
Road Improvements	
Contracted Services with Sikich	6,642.50
Total Expenses	**$ 585,327.54**

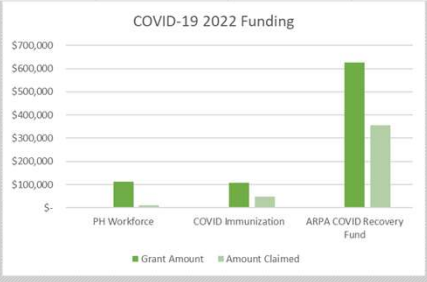
Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

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

COVID Funding & Sales Tax Review

COVID 2022 Funding
Claims submitted through September 30, 2022

	PH Workforce	COVID Immunization	ARPA COVID Recovery Fund
Grant Period	7/1/21-6/30/23	7/1/21-6/30/24	3/1/21-12/31/24
Grant Amount	$ 112,100	$ 106,500	$ 625,500
Amount Claimed	9,265	47,244	355,454
Amount Remaining	$ 102,835	$ 59,256	$ 270,046
Percentage Spent	8%	44%	57%
Percent of Time Past	63%	42%	41%



2022 Sales Tax Review
(Received through Sept 30th,2022)

Year	2017	2018	2019	2020	2021	2022	Change from Previous Year	(2017-2021) 5 Yr Average
January	354,102.19	364,493.73	364,507.60	412,672.62	397,205.20	549,612.29	38.37%	378,596.27
February	332,465.19	286,199.33	358,875.60	454,060.14	541,612.30	586,365.62	8.26%	394,642.51
March	397,026.66	533,439.22	500,103.48	420,748.99	722,005.77	513,655.08	-28.86%	514,664.82
April	488,626.19	534,863.65	461,263.80	453,068.14	744,469.84	837,971.82	12.56%	536,458.32
May	413,559.61	442,521.41	538,976.41	658,017.81	600,030.33	692,683.33	15.44%	530,621.11
June	552,063.91	723,863.22	705,994.86	561,287.51	687,048.73	701,937.82	2.17%	646,051.65
Subtotal	**2,537,843.75**	**2,885,380.56**	**2,929,721.75**	**2,959,855.21**	**3,692,372.17**	**3,882,225.96**	**5.14%**	**3,001,034.69**
July	523,682.52	399,173.73	469,074.82	543,813.92	725,584.05	770,343.00	6.17%	532,265.81
August	440,906.42	568,733.82	632,821.49	641,477.88	690,160.64	690,160.64	0.00%	594,820.05
September	526,900.44	676,879.59	583,429.73	468,174.47	721,266.32	721,266.32	0.00%	595,330.11
October	485,200.30	412,677.84	459,459.89	574,830.83	712,929.94	712,929.94	0.00%	529,019.76
November	335,030.41	452,141.21	541,553.94	532,374.54	527,166.32	527,166.32	0.00%	477,653.28
December	542,448.02	586,754.26	481,481.78	500,998.70	702,937.65	702,937.65	0.00%	562,924.08
Subtotal	**2,854,168.11**	**3,096,360.45**	**3,167,821.65**	**3,261,670.34**	**4,080,044.92**	**4,124,803.87**	**1.10%**	**3,292,013.09**
Totals	**5,392,011.86**	**5,981,741.01**	**6,097,543.40**	**6,221,525.55**	**7,772,417.09**	**8,007,029.83**	**3.02%**	**6,293,047.78**
% change	**6.77%**	**10.94%**	**1.94%**	**2.03%**	**24.93%**	**3.02%**		

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

Debt Service Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/(Loss)
306	Debt Service-Unfunded Liability	$ -	$ 5,988.93		$ -	$ -		$ 5,988.93
315	2019 CIP Bonds	$ 940,900.00	$ 940,900.00	100.0%	$ 940,900.00	$ 940,900.00	100.0%	$ -
316	2020 CIP Bonds	$ 912,900.00	$ 912,900.00	100.0%	$ 912,900.00	$ 912,900.00	100.0%	$ -
317	2022 CIP Bonds	$ -	$ -	0.0%	$ -	$ -	0.0%	$ -

Payment Year	Total Debt Service Principal	Interest	Total	Year-End Outstanding Principal
2022	$ 1,575,000	$ 278,800	$ 1,853,800	$ 10,040,000
2023	$ 1,590,000	$ 321,600	$ 1,911,600	$ 8,450,000
2024	$ 1,570,000	$ 283,375	$ 1,853,375	$ 6,880,000
2025	$ 1,360,000	$ 227,050	$ 1,587,050	$ 5,520,000
2026	$ 1,445,000	$ 173,275	$ 1,618,275	$ 4,075,000
2027	$ 1,445,000	$ 117,875	$ 1,562,875	$ 2,630,000
2028	$ 1,325,000	$ 67,450	$ 1,392,450	$ 1,305,000
2029	$ 765,000	$ 33,150	$ 798,150	$ 540,000
2030	$ 540,000	$ 10,800	$ 550,800	$ -
Total	**$ 11,615,000**	**$ 1,513,375**	**$ 13,128,375**	

Long-Term Bond Financing Plan

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

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

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

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

Capital Project Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/(Loss)
416	2021 CIP for Bonding	$ 1,300,000.00	$ 9,316.96	0.0%	$ 1,300,000.00	$ -	0.0%	$ 9,316.96
417	2023 CIP for Bonding	$ -	$ -	0.0%	$ -	$ -	0%	$ -

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

Internal Service Funds

Fund	Description	Revenue Budget	Revenue Actual	Revenue % Collected	Expense Budget	Expense Actual	Expense % Spent	Actuals Net Gain/(Loss)
701	Highway	$ 14,980,580.00	$ 11,102,213.87	74.1%	$ 14,980,580.00	$ 12,956,772.64	86.5%	$ (1,854,558.77)
702	Self-Funded Worker's Comp Insurance	$ 809,222.00	$ 581,176.11	71.8%	$ 809,222.00	$ 912,513.58	112.8%	$ (331,337.47)
703	Self-Funded Health Insurance	$ 7,963,926.00	$ 5,388,882.94	67.7%	$ 7,963,926.00	$ 3,731,363.56	46.9%	$ 1,657,519.38
704	Self-Funded Liability Insurance	$ 300,000.00	$ 3,192.50	1.1%	$ 300,000.00	$ 297,717.82	99.2%	$ (294,525.32)
705	Section 125 Payroll Deduction	$ 285,958.00	$ 243,735.42	85.2%	$ 285,958.00	$ 195,233.65	68.3%	$ 48,501.77

Highlights Include:

- **Highway Department** – Funds have been expended for bonding and ARPA projects and the transfers will occur in 4th Qtr
- **Self-Funded Workers Comp Insurance** – High cost claim this year
- **Self-Funded Health Insurance** – Just a reminder that if we were closing as of Sept 30th we will still have some Incurred But Not Reported Claims which will reduce that net gain
- **Self-funded Liability Insurance**
  - Annual Insurance Allocation charges to departments have been posted as 4th Qtr activity
  - Paid annual WMMIC premium $271,909

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

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

Enterprise and Trust Agency Funds

		Revenue			Expense			Actuals
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent	Net Gain/(Loss)
602	Land Development	$ 215,000.00	$ 400,145.98	186.1%	$ 215,000.00	$ 54,196.10	25.2%	$ 345,949.88
804	Dog License Fund	$ 56,300.00	$ 538.65	1.0%	$ 56,300.00	$ 1,402.80	2.5%	$ (864.15)

Highlights include:

- **Land Development Fund** – Two parcels in the Lake Wissota Business Park have been closed on the sales.

Fraud Hotline

At the May 24, 2022 County Board Meeting, Sikich LLC provided Board Oversight and Implementing Effective Control training for you.

- One of their recommendations was to implement a Fraud Hotline. So individuals had someplace to initiate their concerns anonymously.
- We are planning to implement a 24 hours per day, 7 days a week and 365 days per year fraud hotline for employees starting on January 1, 2023 with Lighthouse Services. This company will receive all reports and then notify Chippewa County of the report but not the individual reporting the issue.
- This service will only be for financial concerns of stealing, etc.
- More to come in January or February

Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

January – September 2022 (Pre-Audited) Financial Results

Questions, Comments, or Concerns



Attachment: Financial Update 3rd Qtr 2022 Pre-Audited 10-28-2022 (7452 : Finance Update - Lori Zwiefelhofer)

STATEMENT OF EXPLANATION

Resolution No. 58 - 22

RESOLUTION TO SUPPORT INCREASED FUNDING FOR WISCONSIN'S COUNTY CHILD SUPPORT PROGRAM - DENISE SHERVEY

Passage of this resolution will encourage the Governor and the State Legislature to increase General Purpose Revenue (GPR) funding to the county child support program by 5 million dollars ($5,000,000) each year during the 2023-2025 biennial budget. The Wisconsin Child Support Enforcement Program is incredibly cost-effective as it collects an average of $6.43 in support for every dollar invested in the program. In addition, county child support agencies collected $906,000,000.00 in child support during 2021.

Wisconsin's Child Support Enforcement Program was ranked No. 2 in the nation for collection of current support in 2016, but dropped to No. 6 in 2021, in part due to loss of federal birth cost recovery matching funds that occurred in 2019. Wisconsin's strong child support enforcement performance is at further risk without additional state funding and diminished performance will result in reduced federal funding to Wisconsin. Decreased federal funding will lead to less funding for the Chippewa County Child Support Agency, which could lead to reductions in child support enforcement services, reduced child support collections for families, and the need for increased tax levy from the County. If the State of Wisconsin increases funding for county child support agencies, that increased State investment will be amplified as every $1 of state General Purpose Revenue invested in the Child Support Program generates $2 in federal matching funds.

If this resolution is approved, copies will be sent to the Governor of the State of Wisconsin, the State Senators and State Representatives that represent Chippewa County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration.

Resolution No. 58 - 22

RESOLUTION TO SUPPORT INCREASED FUNDING FOR WISCONSIN'S COUNTY CHILD SUPPORT PROGRAM - DENISE SHERVEY

WHEREAS, the Chippewa County Child Support Agency administers the Child Support Enforcement Program on behalf of the state, providing a holistic set of services to Chippewa County children and their parents, including paternity establishment, assistance with finding employment, obtaining child support and establishing health insurance orders for children, and enforcing and modifying those orders; and

WHEREAS, child support is one of the most effective anti-poverty programs in the state, with county child support agencies serving approximately 347,000 children and collecting roughly $906 million in financial support for Wisconsin families in 2021; and

WHEREAS, child support is proven to reduce childhood poverty rates, lead to better educational and behavioral outcomes for children, and have a positive effect on food security, health and housing stability; and

WHEREAS, county child support agencies work closely with both parents to ensure that they have the help they need to be successful, including assistance with finding employment, referrals to other social service programs and right-sizing orders for individuals impacted by substances use disorders or other challenges; and

WHEREAS, State funding for county child support services has failed to keep up with county agency costs, which have steadily increased due to a high number of caseloads per worker, increased complexity of cases, inflation and new regulations; and

WHEREAS, an abrupt federal interpretation change in June 2019 eliminated $4.2 million in federal birth cost recovery matching funds for Wisconsin; and

WHEREAS, Wisconsin's strong performance in child support is at risk without additional funding as the state has already dropped from 2nd in the nation for the collection of current support in 2016 to 6th in the nation in 2021; and

WHEREAS, without additional state funds, county child support agencies may need to eliminate positions, further increase caseloads, or reduce services, further impacting federal performance measures, which would result in the loss of additional federal funds; and

WHEREAS, the individuals most impacted by insufficient funding for child support agencies are the children and families served by county child support agencies, who will need to seek out public assistance programming absent the financial security provided by the child support program; and

WHEREAS, State investments in child support are amplified by a generous federal match as every $1 of state GPR invested in the Child Support Program generates roughly $2 in federal matching funds; and

WHEREAS, Wisconsin's Child Support Enforcement Program is incredibly cost-effective, as it collects an average of $6.43 in support for every dollar invested in the program; and

WHEREAS, it is the recommendation of the Wisconsin Child Support Enforcement Association that the State General Purpose Revenue (GPR) to the child support agencies be increased by $5,000,000 each year as part of the 2023-2025 State budget to ensure that the child support agencies are able to continue to meet the needs of Wisconsin citizens and meet or exceed the federal performance standards;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors respectfully requests that state funding for county child support agencies be increased by $5 million GPR in each fiscal year of the 2023-25 Wisconsin state budget, which will generate approximately $9.7 million in additional federal funding each year to ensure that Wisconsin counties can continue to effectively provide economic support to our children; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded by the County Clerk to the Governor of the State of Wisconsin, State Senators and State Representatives representing Chippewa County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration.

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

FINANCIAL IMPACT:

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

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Kari Ives, District 21
SECONDER:	Robert Teuteberg, District 14
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:

12/05/22 Legal & Law Enforcement Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls, Corporation Counsel 11/9/2022

Lori Zwiefelhofer, Finance Director 11/9/2022

Randy B. Scholz

Randy B. Scholz, County Administrator 11/9/2022

95

STATEMENT OF EXPLANATION

Resolution No. 59 - 22

RESOLUTION TO APPROVE THE 2023 ANNUAL WORK PLAN OF THE FOREST AND TRAILS DIVISION OF THE DEPARTMENT OF LAND CONSERVATION AND FOREST MANAGEMENT AND TO AUTHORIZE THE COUNTY FOREST ADMINISTRATOR TO APPLY FOR A COUNTY FOREST ADMINISTRATION GRANT FROM THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES - MATT HANSON

Approval of this resolution will adopt an annual work plan for the Forest and Trails Division of the Department of Land Conservation and Forest Management in 2023, in accordance with § 28.11(5)(b), Wis. Stats., and will authorize the County Forest Administrator to apply for a grant in the amount of $55,528.49 from the Wisconsin Department of Natural Resources. The grant is needed to accomplish the work specified in the plan.

The County Forest Administration Grant will be used in accordance with § 28.11(5m), Wis. Stats., to fund 50% of the County Forest Administrator's salary and fringe benefits, as well as 50% of the County's annual dues to the Wisconsin Forest Association. Chippewa County has used this funding source, on an annual basis, to offset forest management operational expenses for over 30 years.

Resolution No. 59 - 22

RESOLUTION TO APPROVE THE 2023 ANNUAL WORK PLAN OF THE FOREST AND TRAILS DIVISION OF THE DEPARTMENT OF LAND CONSERVATION AND FOREST MANAGEMENT AND TO AUTHORIZE THE COUNTY FOREST ADMINISTRATOR TO APPLY FOR A COUNTY FOREST ADMINISTRATION GRANT FROM THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES - MATT HANSON

WHEREAS, counties having lands entered as "County Forest Lands" under the provisions of § 28.11(4), Wisconsin Statutes, may annually receive from the state:

1. A grant of up to 50% of the actual salary and up to 50% of the fringe benefit costs of a County-employed professional forester in the position of County Forest Administrator.
2. A grant of up to 50% of the County's annual dues to the nonprofit Wisconsin County Forest Association which provides leadership and counsel to County Forest Administrators and functions as a liaison to the Wisconsin Department of Natural Resources; and

WHEREAS, to qualify for the aforementioned grant, an annual work plan is required to be approved by the County Board and submitted to the Wisconsin Department of Natural Resources, in accordance with § 28.11 (5)(b), Wis. Stats.; and

WHEREAS, the County Board approved 2023 Budget includes anticipated revenue from a County Forest Administration Grant in the amount of $55,528.49 to be used to offset expenses relating to the County Forest Administrator Position and for dues to the Wisconsin County Forest Association;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors hereby approves the attached 2023 Annual Work Plan of the Forest and Trails Division of the Department of Land Conservation and Forest Management; and

BE IT FURTHER RESOLVED, that pursuant to §28.11, Wis. Stats., the County Forest Administrator is hereby authorized and directed to complete and submit required application materials for the aforementioned County Forest Administration Grant in the amount of approximately $55,528.49 to the Wisconsin Department of Natural Resources.

Forwarded to the County Board by the Land Conservation and Forest Management Committee.

FINANCIAL IMPACT:

There are no unbudgeted costs associated with this resolution.

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Charles Bomar, District 12
SECONDER:	Ken Schmitt, District 3 (Vice-Chair)
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:
11/16/22 Land Conservation & Forest Management Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel 11/9/2022

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director 11/9/2022

Randy B. Scholz
Randy B. Scholz, County Administrator 11/9/2022

2023 ANNUAL WORKPLAN FOR THE FOREST AND TRAILS DIVISION OF THE CHIPPEWA COUNTY DEPARTMENT OF LAND CONSERVATION AND FOREST MANAGEMENT

The Forest and Trails Division of the Department of Land Conservation and Forest Management is responsible for management of the County Forest and various recreational trails distributed throughout the county. LCFM will work in collaboration with:

- Wisconsin Department of Natural Resources (DNR) on timber management.
- Chippewa County Highway Department to complete required county forest road and equipment maintenance.
- Private contractors to complete necessary projects that are beyond staff capacity.
- User groups and volunteers to complete required maintenance and development goals on recreational trails.

This work plan supplements the 2021-2035 County Forest Comprehensive Land Use Plan and will advance the County's Strategic Plan. Tasks included in this work plan, and unforeseen demands that materialize throughout 2023, will be prioritized as follows:

1. Respond to public requests and inquiries.
2. Meet timber sale establishment and sales goals.
3. Maintain productive working relationships with volunteers and organized user groups.
4. Assist WCWRPC with updating the Chippewa County Outdoor Recreation Plan.
5. Improve Aspen forest reconnaissance to optimize forest management.

Staffing and Labor Resources available in 2023 include (listed hours account for Holiday and PTO):

Forest and Trails	General Administration
County Forest Administrator – 1800 hours	Office Administrator - ~200
Assistant County Forest Administrator – 1820 hours	FTE Department Director~330
Annual Forest & Trails Maintenance Technician– 975 hours	FTE Accountant ~ 500
Seasonal Forest & Trails Maintenance Technician– 975 hours	
DNR Forestry Staff – 1048 hours	
Contracted Services – TBD based on need and available finances	
Volunteer services – TBD based on implementation of volunteer policy & projects assigned	

This work plan presents tasks under the following sections:

Section A. FOREST RESOURCE MANAGEMENT
Section B. RECREATIONAL TRAIL DEVELOPMENT AND MAINTENANCE
Section C. GENERAL ADMINISTRATION

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

SECTION A. FOREST RESOURCE MANAGEMENT

I. Timber Sale Establishment

Summary of 2022:
For the spring bid opening the County and WDNR established 9 sales totaling 328 acres and readvertised one additional 13 acre sale that had no bidders at the fall 2021 bid opening. All advertised sales received bids and were awarded to the highest bidder. In order to facilitate the planned parking lot expansion at the Hickory Ridge Trailhead one additional 3 acre sale was established and sold directly to a contractor.

For the fall bid opening 8 sales were established containing 370 acres. All advertised sales received bids and were awarded to the highest bidder.

Planned Activities:
In 2023 LCFM will again set a goal of establishing approximately 800 acres of new timber sales. Reconnaissance data from the Wisconsin Forest Inventory and Reporting System (WisFIRS) will assist in identifying stands suitable for management. Actual acreage will vary depending on site inspections of individual stands and determination of silvicultural needs. The following chart lists anticipated acreages to be established within each compartment:

2023 acres of scheduled harvests by Compartment as prioritized by WisFIRS																
Compartment	3	4	5	6	7	8	10	11	12	13	15	21	22	23	24	25
Acres	40	17	37	24	68	43	111	80	36	21	42	12	95	40	1	6
Compartment	26	27	29	30	31	32	34	35	36	38	40	41	43	44	46	Total
Acres	38	41	144	91	58	37	85	93	17	26	4	26	119	27	65	1544

Anticipated timber sales in 2023 will include two public bid openings to be held in May and November of approximately 8-10 sales, managing 400+/- acres in both sale offerings.

At least one Swamp Hardwood timber sale will be established in an effort to mitigate losses due to mortality from the invasive Emerald Ash Borer. The merchantability of remaining swamp hardwood stands is fair to poor. Stands with the best access and sawlog volumes have already been sold.

Non-Commercial Timber Stand Improvement (TSI) activities will include:

1. Testing the effectiveness of TSI techniques and assessing the feasibility of herbicide or mechanical treatment to release oaks from competition in recently regenerated stands. Once treatment recommendations and cost estimates are created the financial implications of contracting TSI treatments will be presented to the Committee.

2. Release of small pockets of oak, hemlock and white pine regeneration through mechanical or herbicide TSI treatment occurs across the forest as sales are established and time allows.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

II. Timber Sale Administration

Year-round timber sale administration is an essential part of County Forest management. Administration includes: sale inspections, scaling wood, correspondence with contractors, stumpage record entries and deposits, road layout, calculation and payment of town and state severance allotments, reporting harvest volumes, preparing contracts and extensions.

Weather, market conditions, and harvest restrictions influence contractor's ability to complete contracted timber sales. Staff will assist logging contractors attempting to complete contracts in a timely manner.

Including bids awarded at the November 16th Committee meeting there are 51* timber sales under contract valued at $2,480,791*. Fifteen of the contracted sales are currently active or are in the process of being closed out. The budgeted timber sale revenue for 2023 is $469,800.00.
* Numbers are valid pre-bid opening and will be updated before the plan is advanced to County Board.

III. Forest Inventory and Reconnaissance

Field reconnaissance is used to assess geographical, structural and compositional attributes of forest resources. Field measurements are stored in the Wisconsin Forest Inventory & Reporting System (WisFIRS). Forest inventory data is collected, stored and updated systematically and continuously. The database is used to analyze existing resources, evaluate management alternatives and assist in the development and implementation of short and long-term management plans.

Efforts over the last several years have improved the quality of the information WisFIRS uses to schedule forest management activity. The County will continue to improve management planning by improving the aspen reconnaissance information. Continuing in 2023 LCFM and WDNR staff will conduct reconnaissance to determine the species composition of aspen stands across the forest. This will allow for improved management scheduling as the prevalence of Quaking or Big Tooth aspen will be a key factor in deciding rotational ages. Increasing the spatial and temporal diversity of age classes produces a more regular schedule of management while also improving wildlife habitat and recreational opportunities.

IV. County Forest Roads and Access Trails

County Forest infrastructure will be managed in accordance with the document titled "Overview of Current Policy and Maintenance Protocol for Primary Infrastructure in the County Forest" presented to the Land Conservation and Forest Management Committee on October 17, 2018.

<u>Permanent Primary Roads</u>

1. Assume lead responsibility to conduct county forest road certification and administer County Forest Road Aids from the State Department of Transportation.

2. Contract County Highway Department to complete grading, and corrective maintenance of certified county forest roads. LCFM will assist with maintenance efforts by mowing ROWs and utilizing a disc-reclaimer or back blade to improve ditching before grading occurs.

3. Replace culverts as necessary within budget limits.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

Permanent Secondary and Temporary Roads

1. Regularly provide custodial maintenance of the County Forest to control litter, illegal dumping, graffiti, and vandalism in the County Forest. Conduct routine inspections to identify unauthorized motor vehicle use, areas of excessive erosion, failing culverts and other maintenance needs. Conduct limited grading to repair damage and install best management practices where needed.

2. Mow the following areas: Hwy M Access to former Charter Bank and Hanson Property (~ 2.0 miles), Hickory Ridge Ski/Horse Trail Systems (~16 miles), Harold Walters Memorial Forest/River Road Ski Trail (~3.4 miles), Kempers Woods (~2 miles), Pine Harbor Woods (~1 mile), and Yellow River Woods (~1 mile).

3. Mow secondary access roads subject to motor vehicle use under frozen ground conditions: Town of Ruby (~4.6 miles), Tealey Creek Game Loop (~3.2 miles),

4. Work in cooperation with the Sheriff's Dept., DNR Conservation Wardens, and Corporation Counsel to enforce motor vehicle use laws, illegal dumping, and other property damage violations.

V. County Forest Special Use Units

State Statutes (Chapter 28.11(4)) allow for the designation of certain properties as "County Forest Special Use". The Forest & Trails Division manages seven (7) properties totaling 1,614 acres with such designation. These properties are not suited primarily for timber production and do not lie within the Blocking Boundary. Special Use lands are suitable for scenic value, outdoor recreation, public hunting and fishing, water conservation, and other multi-use activities.

Chippewa County Forest Special Use Units include:

1. Pine Harbor (Campground)
2. Kemper's Woods
3. Gilberts
4. Harold E. Walters Memorial Forest
5. Round Lake (Day Use Park)
6. Otter Lake (Campground & Day Use Park)
7. Yellow River

Planned Activities:

1. Continue to update maps, website information and signs for non-Parks properties.

2. Facilitate local volunteers performing trail maintenance and improvement projects.

3. Enter Peterlik Wildlife Area and Riverview Conservancy as Special Use County Forest.

VI. Fish and Wildlife Management

1. Work cooperatively with Chippewa Rod & Gun Club Volunteers, trappers and other conservation organizations on the inspection, operation, and maintenance of wildlife flowages, including impoundment mowing, repair, and beaver detritus removal.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

2. Assist LCFM Engineering staff in recertification inspections of Low Hazard Large Dams as they have reached the 10 year interval required by the DNR.

3. Seed steep areas of landings and roads to provide wildlife habitat and resist invasive plant species.

4. Inventory aspen species composition and modify rotation ages to maximize habitat management (i.e. early entry and extended rotations where appropriate).

VII. Surveying and Boundary Line Establishment

1. Locate and mark private property lines as requested by private landowners or for timber sales.

2. Request assistance from County Surveyor to identify boundaries and resolve encroachments.

VIII. Land Acquisition

1. Facilitate State Natural Areas program staff in expanding the Ohmart Wetlands and Tealey Creek Cedars SNAs to recently entered County Forest properties.

2. Consider land acquisitions within and adjacent the County Forest Blocking Boundary on an ongoing basis. Pursue funding from DNR Knowles-Nelson Stewardship Grant Program and other sources when purchases are proposed.

IX. Invasive Species and Forest Pests

1. Use control measures on garlic mustard and buckthorn in select sites within forest stands in Sections 29-32, T32N R8W and in Sections 2,3, 4, 10, and 11, T31N R8W.

2. Spray wild chervil along the Old Abe Trail from Hwy S to the Wissota Bridge and inspect the entire trail for invasive species.

3. Work to raise awareness and facilitate user groups' capacity to identify, monitor, and control invasive species in the County.

SECTION 2. RECREATIONAL TRAIL DEVELOPMENT AND MAINTENANCE

Recreational trails benefit the community in many ways. Among other benefits, trails contribute to quality of life, public health and tourism. The Forest & Trails Division is responsible for the planning, development and coordination trail maintenance efforts. Activities are accomplished through organized user group's cooperative agreements, individual volunteer agreements, third party service contracts and staff maintenance of several public recreational trail systems.

Planned Activities

1. Old Abe State Trail:

   A. Coordinate and oversee the maintenance of 19 miles of trail, including tree removal, mowing, surface repair, sweeping, bridge maintenance, signing and trail pass sales.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

B. Mow and maintain approximately 6 miles of horseback trail adjacent to the paved trail.

C. Install a trail information kiosk, railroad historic marker, seating and tables at the Lake Wissota Trailhead.

D. Coordinate maintenance of the Anson Trailhead pit toilets with Lake Wissota State Park.

E. Enroll and coordinate users under the County Volunteer Policy.

2. Bike Trails & Riverview Reserve:

A. Conduct maintenance of 1.7 miles of bike and pedestrian trails at Riverview Reserve.

B. Update the maintenance agreement with the Chippewa Off Road Bike Association (CORBA).

C. Permit the annual FOHRT mountain bike race at the Hickory Ridge Bike Trail system.

D. Facilitate the planning process, grant applications and construction of maintenance facilities and enlarging the Hickory Ridge trailhead parking.

E. Facilitate bridge permit application for the expanding Hickory Ridge Bike Trail system.

F. Enroll and coordinate users under the County Volunteer Policy.

3. Snowmobile Trails:

A. Support the efforts of the Chippewa Valley Snowmobile Organization (CVSO), to maintain approximately 400 miles of state-funded snowmobile trails.

B. Apply for DNR grant funding: snowmobile trail maintenance, supplemental funding, and bridge projects. Administer associated grant contracts in cooperation with CVSO.

C. Cooperate with the CVSO to complete requests for additional funded trails.

D. Enroll and coordinate users under the County Volunteer Policy.

4. ATV Trails:

A. Assist Chippewa Valley ATV Council (CVATVC) with the operation and maintenance of approximately 23.1 miles of state funded ATV trail and 8.2 miles of TROUTE.

B. Assist CVATVC with maintenance of trailheads and toilet facilities.

C. Administer DNR grant funding for ATV/UTV Trail and TROUTE Maintenance.

D. Renew and implement the maintenance agreement maintenance of County Forest ATV Trails.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

E. Enroll and coordinate users under the County Volunteer Policy.

5. Ice Age National Scenic Trail:

A. Support the Ice Age Trail Alliance (IATA) efforts to maintain 19 miles of county forest trail.

B. Facilitate efforts to reduce road use and relocate onto sections that highlight glacial features.

C. Permit the annual Chippewa Moraine Ultra Marathon on the Ice Age Trail.

6. Horse Trails:

A. Support the efforts of the Chippewa Valley Trail Riders to maintain and improve approximately 28 miles of horseback riding trail.

B. Enroll members under the County Volunteer Policy.

C. Empty manure collection bins and land spread per management plan.

D. Enroll and coordinate users under the County Volunteer Policy.

7. Cross Country Ski Trails:

A. Support the Friends of the Hickory Ridge Trail in maintaining the quality of trail grooming.

B. Mow Hickory Ridge Ski Trail in early fall.

C. Clear downed trees from the River Road Ski Trail, and mow if necessary.

D. Enroll and coordinate users under the County Volunteer Policy.

8. Canoe Trails:

A. Continue construction and signing of the Townline-Plummer Lakes Canoe Trail.

9. Boat Landings:

A. Inspect and maintain landings on Bass Lakes #2 and #3, Hay Meadow Flowage #1, Horseshoe Lake, Townline Lake and Knickerbocker Lake.

B. Apply for a permit from WDNR to construct a vehicular access boat launch at Worden Lake

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

SECTION 3. GENERAL ADMINISTRATION

1. Implement the 2021-2035 Chippewa County Forest Comprehensive Land Use Plan.
2. Manage workload and assure adequate support/supervision to implement the Division work plan.
3. Monitor 2022 budget and prepare 2023 budget, including Capital Improvement Project requests.
4. Pursue private contracts for technical and construction services to increase efficiency and complete important projects that cannot be completed with existing resources and staff.
5. Provide support to the Committee and County Board with development and implementation of policy relating to the county forest, recreational trails, and Type-B tax deed parcels.
6. Respond to public inquiries regarding the County Forest and recreational trails.
7. Plan workload, recruit, hire, train, and manage a new Seasonal Limited-Term Employee.
8. Improve website design to improve user experience and facilitate dissemination of information.
9. Work in cooperation with the Sheriff's Dept. to provide law enforcement in the County Forest.

DRAFT

Attachment: 2023 Work Plan of Forest and Trails Division of the LCFM (59 - 22 : Resolution to Approve 2023 Forest Work Plan and Application

STATEMENT OF EXPLANATION

Resolution No. 60 - 22

RESOLUTION TO AUTHORIZE THE DEVELOPMENT OF A CARBON OFFSET PROGRAM IN THE COUNTY FOREST - RANDY SCHOLZ AND MATT HANSON

Passage of this resolution will authorize the County Administrator and the County Forest Administrator to develop a carbon offset program using the County Forest as carbon credits. The resolution also authorizes the County Administrator and the County Forest Administrator to contract with Anew to create and administer the program. It is anticipated by Anew that the County will generate over $5,100,000 in revenues over a 10 year period of time. In acknowledgement of the potential revenues that will be generated from the sale of carbon credits, the County would increase the County Forest severance payments made to towns pursuant to Sec. 28.11, Wis. Stats., from the current 12% to 15% during the 10-year term of the contract with Anew.

This resolution also directs the Land Conservation and Forest Management Committee to develop a policy to determine how the revenue generated by the carbon offset program will be utilized. The policy is to be approved by the County Board prior to any of the revenue being allocated. That revenue is to be utilized for the protection and improvement of the environment, remediation of groundwater contamination, and the enhancement of the County Forest.

Resolution No. 60 - 22

RESOLUTION TO AUTHORIZE THE DEVELOPMENT OF A CARBON OFFSET PROGRAM IN THE COUNTY FOREST - RANDY SCHOLZ AND MATT HANSON

WHEREAS, Chippewa County's certification of sustainable forest management practices has provided the County with an opportunity to financially benefit through a carbon offset program; and

WHEREAS, carbon offset is any activity that leads to a reduction in emissions of carbon dioxide or other greenhouse gases to compensate for emissions made somewhere else or, in other words, the County can receive payments from other entities to cancel out their carbon emissions by investing in projects in Chippewa County that reduce carbon dioxide or greenhouse gas emissions; and

WHEREAS, the County Forest sequesters and stores carbon and the certification of the County's forest management practices allows the County to receive carbon offset payments; and

WHEREAS, carbon offset markets certify and sell emissions reductions that can count against an emissions-generating practice, resulting in a neutral emissions impact; and

WHEREAS, since 2020, the Land Conservation and Forest Management Department has researched the merits of enrolling Chippewa County owned lands in a carbon offset program; and

WHEREAS, the Land Conservation and Forest Management Department has consulted experts, the Wisconsin County Forest Association, and the State of Wisconsin to ensure that participation in a forest carbon offset project aligns with the mission of the County Forest program; and

WHEREAS, the Land Conservation and Forest Management Department recommends that the County develop a carbon offset project involving the majority of Chippewa County Forest lands for participation in the voluntary carbon offset market under the American Carbon Registry (ACR) Improved Forest Management (IFM) program; and

WHEREAS, the Land Conservation and Forest Management Department also recommends that the County contract with a carbon offset company to assist in the development of a project that would include marketing and selling carbon offsets; and

WHEREAS, Anew has been a leader in carbon offset markets since 2001 and has developed the continent's largest portfolio of carbon credits; and

WHEREAS, Anew plays a dominant role in domestic carbon development and marketing, including all County Forest projects in Wisconsin, and is responsible for over 60% of all carbon credits developed and registered as part of the ACR IFM program; and

WHEREAS, Anew has developed a carbon project proposal for the Chippewa County Forest that has the potential to generate an estimated $5,100,000 of revenue for the County over 10 years; and

WHEREAS, the revenue generated from the carbon offset program would be used for the protection and improvement of the environment, remediation of groundwater contamination, and the enhancement of the County Forest; and

WHEREAS, in acknowledgement of the potential revenue that will be generated from from the sale of carbon credits, the County would increase the County Forest severance payments to towns made pursuant to Sec. 28.11, Wis. Stats., from the current 12% to 15% during the 10-year term of the contract with Anew; and

WHEREAS, the proposed carbon offset program with Anew would contain an 18% buffer pool to act as an insurance policy against a reversal of credits as well as a monitoring endowment of $300,000 set aside in the last three years of Anew's contract to account for the full length of the project's 40 year monitoring obligation; and

WHEREAS, for the length of the contract with Anew, including all aspects of carbon offset project development and administration, marketing and selling of carbon credits, there would be no direct out-of-pocket budgetary expenses incurred by Chippewa County; and

WHEREAS, the Land Conservation and Forest Management Committee has reviewed this project and does support the County moving forward with a carbon offset program;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors does hereby authorize the County Forest Administrator and County Administrator, on behalf of Chippewa County and in consultation with Chippewa County Corporation Counsel, to develop a 40-year forest carbon offset project for appropriate County Forest lands for participation in the voluntary carbon market under the ACR IFM program; and

BE IT FURTHER RESOLVED, that the County Forest Administrator and County Administrator are authorized to negotiate and execute a 10-year contract directly with Anew to assist in the development of said forest carbon project, in consultation with Chippewa County Corporation Counsel; and

BE IT FURTHER RESOLVED, that the County will increase the County Forest severance payments to towns made pursuant to Sec. 28.11, Wis. Stats., from the current 12% to 15% during the 10-year term of the contract with Anew; and

BE IT FURTHER RESOLVED, that, the Land Conservation and Forest Management Committee shall develop a policy for the use of funds received from the sale of carbon credits to be used for the protection and improvement of the environment, remediation of groundwater contamination, and the enhancement of the County Forest; and

BE IT FURTHER RESOLVED, that said policy shall be presented to and approved by the County Board prior to the use of any carbon offset generated revenue.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

There are no unbudgeted costs associated with this resolution. It is anticipated that the County will receive revenue up to $5,121,201.00 over 10 years. The revenue projections are set out in the attached document that was presented to the County Board on September 13, 2022.

12/13/2022	**County Board**
RESULT:	**DEFEATED [9 TO 10]**
MOVER:	Jason Bergeron, District 7
SECONDER:	James Flater, District 1
AYES:	Schmitt, Flater, Bergeron, Peterson, Bomar, Berg, Rohmeyer, Hunt, Ives
NAYS:	Gullickson, Steele, Sikorski, Ericksen, Seidlitz, Calkins, Teuteberg, McGill, Hull, Mueller
ABSENT:	David Bischel, David Eisenhuth

History:

11/15/22 Executive Committee FORWARD TO COUNTY BOARD

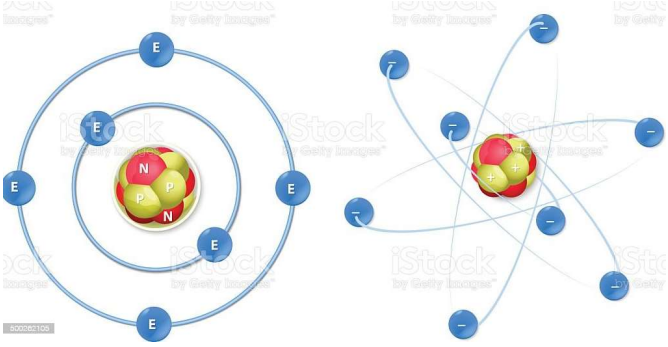
Approved as to Form:

Todd A. Pauls, Corporation Counsel 10/11/2022

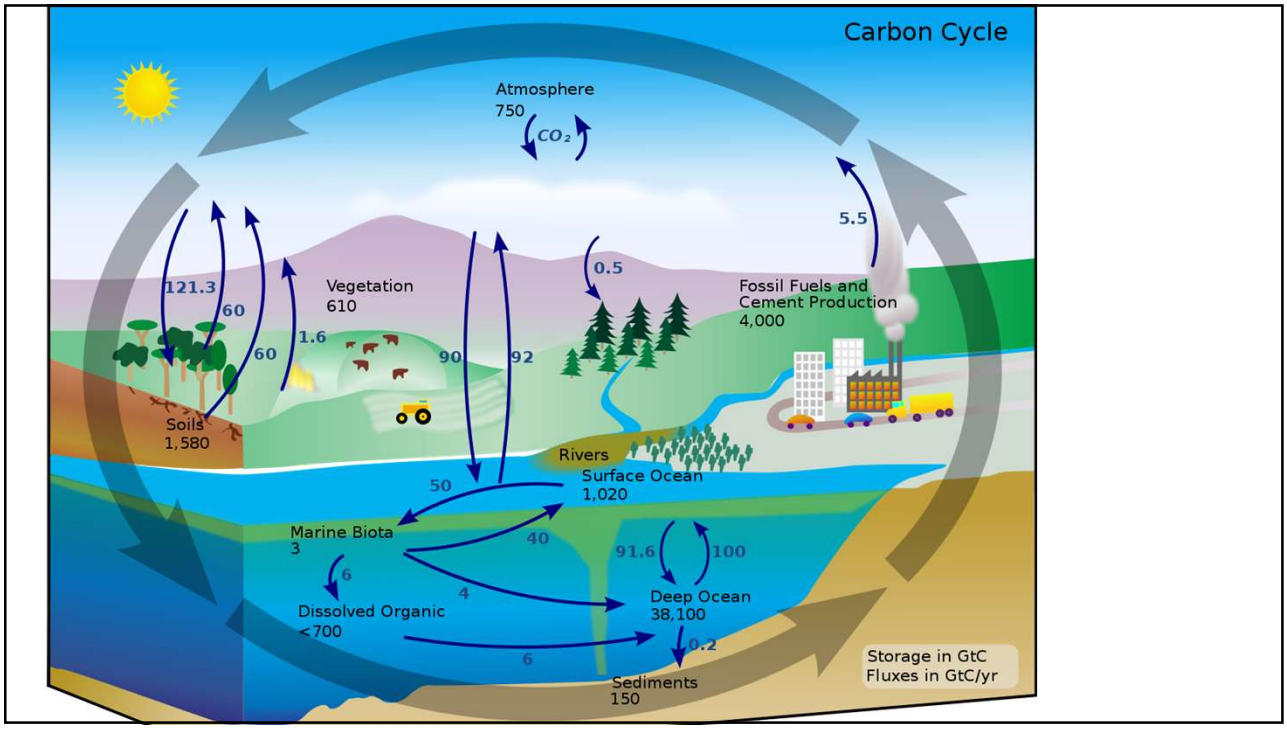
Lori Zwiefelhofer, Finance Director 10/11/2022

Randy B. Scholz, County Administrator 10/11/2022

Chippewa County Forest Carbon Credit Opportunity

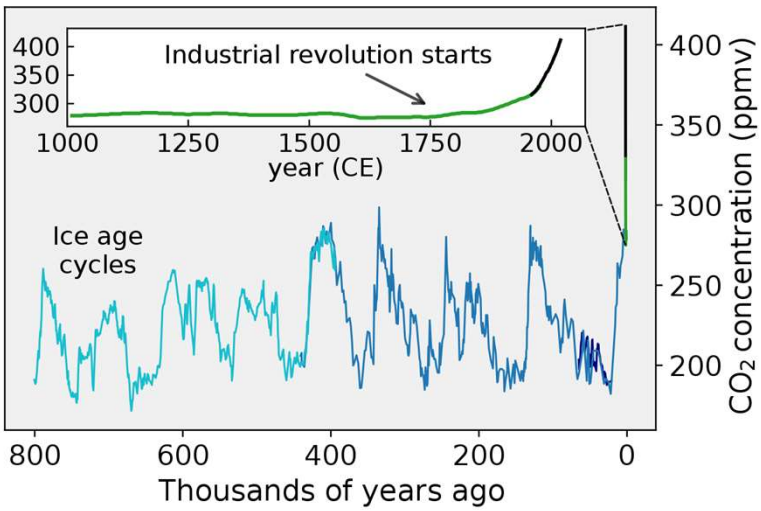


August 16, 2022



Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

CO_2 concentrations over the last 800,000 years as measured from ice cores (blue/green) and directly (black)



What does that have to do with County Forests?

- The United States has 766 million acres of forestland, which absorb nearly 16 percent of carbon dioxide emissions per year.
- Forests sequester (or absorb) and store carbon dioxide from the atmosphere, helping reduce greenhouse gas emissions.
- Forests absorb carbon dioxide from the atmosphere and store it in different repositories, called carbon pools, which include trees (both living and dead), root systems, undergrowth and soils. Live trees have the highest carbon density, followed by soils and the forest floor.
- Harvested wood products and landfills also store carbon.
- State and federal policies can help maximize forest carbon storage, promote sustainable forest practices, benefit the environment and support forest product industries.

Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

Carbon Offsets

Carbon markets create an economic value for activities that have a positive impact on carbon sequestration and storage. Offset markets certify and sell emissions reductions that can count against an emissions-generating practice, resulting in a neutral emissions impact.

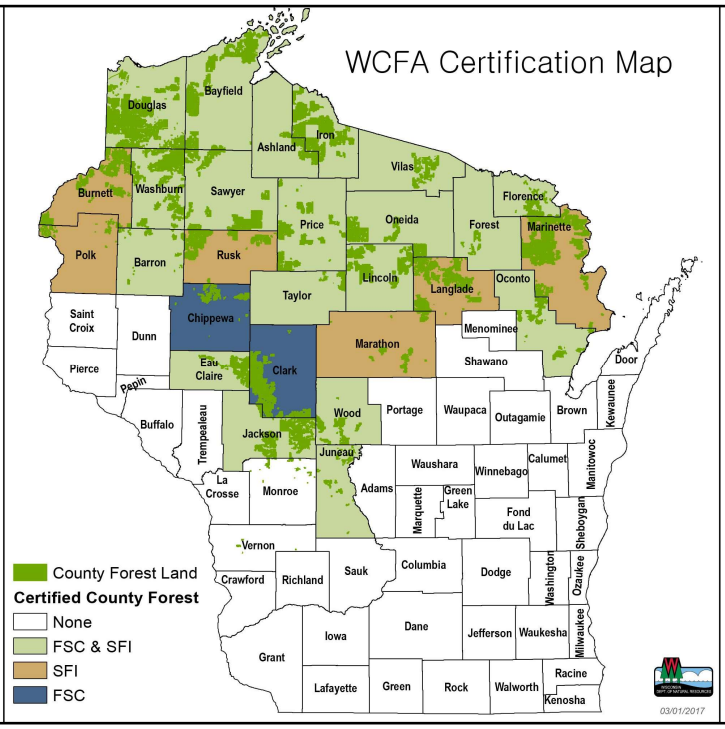
Common forest offsets include afforestation (establishing a new forest), reforestation, improved forest management and avoided deforestation.

The American Carbon Registry, a private non-profit, is a voluntary greenhouse gas registry, which certifies carbon credit projects.

Improved Forest Management Projects

IFM projects on working forestlands reward current and ongoing maintenance of carbon stocks above the *baseline* scenario. The baseline is a legally permissible harvest scenario that would maximize net present value (NPV) of harvests on the project area.

While the baseline serves as the reference point against which carbon project activities are compared, forests participating in IFM projects **can** continue to manage and harvest timber.



Properties on which commercial harvesting occurs are required to maintain sustainable forest management certification by FSC, SFI, or ATFS, to be eligible for this type of the project.

Anew

Anew has been developing and selling carbon credits in North American markets since 2001. We have developed some of the first projects for the voluntary carbon markets with clients including Google, Disney, Microsoft, Interface and Chevrolet.

Anew offers a turnkey project development solution, leading, and financing every step required from initial feasibility assessment, through contracting for the sale of credits to end-users

With the Chippewa County Forest providing so many positive social and environmental benefits, we believe that Chippewa County Forest credits would achieve very favorable prices in the voluntary market.

Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

Long-term forest owner commitments

Forest project owners agree to a number of long-term requirements intended to ensure the "permanence" of carbon stocks that have been sold as offsets. These include:

- Annual reporting of estimated carbon stocks and known harvests or disturbances
- 5-Year Site Verification by accredited verifier
- 10-Year Re-inventory schedule
- Repayment of carbon credits "reversed" due to harvesting
- Transfer of project (with associated benefits and commitments) to subsequent forest owners

Chippewa County Forest Carbon Volume and Revenue

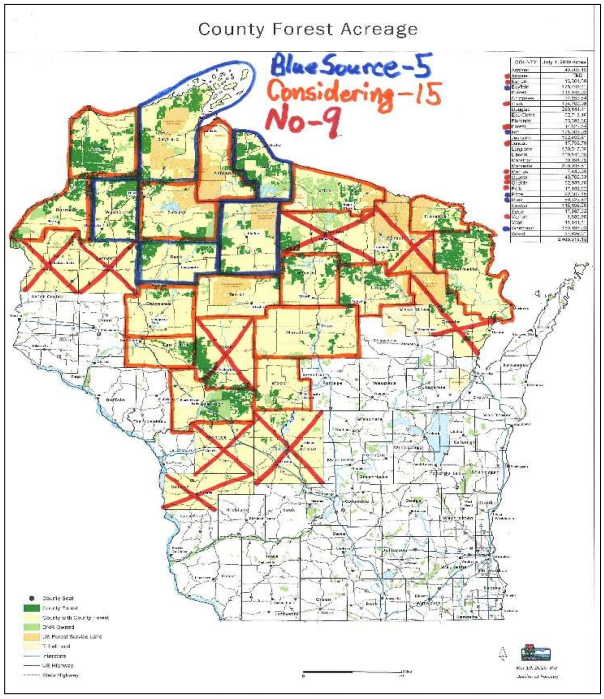
Date	Volume Sold (a)	Price (b)	Gross Revenue	Project Expense (c)	Net Revenue	Forest Owner Revenue (d)
2022	63,000	$15.00	$945,000	($184,285)	$760,715	$570,536
2023	61,000	$16.00	$976,000	($23,370)	$952,630	$714,473
2024	61,000	$17.00	$1,037,000	($23,370)	$1,013,630	$760,223
2025	61,000	$18.00	$1,098,000	($23,370)	$1,074,630	$805,973
2026	61,000	$19.00	$1,159,000	($23,370)	$1,135,630	$851,723
2027	61,000	$20.00	$1,220,000	($104,508)	$1,115,493	$836,619
2028	20,000	$21.00	$420,000	($16,400)	$403,600	$302,700
2029	6,000	$22.00	$132,000	($14,020)	$117,980	$88,485
2030	6,000	$23.00	$138,000	($14,020)	$123,980	$92,985
2031	6,000	$24.00	$144,000	($14,020)	$129,980	$97,485
TOTAL	**406,000**		**$7,269,000**	**($440,733)**	**$6,828,268**	**$5,121,201**

Monitoring Endowment (e) **$312,508**

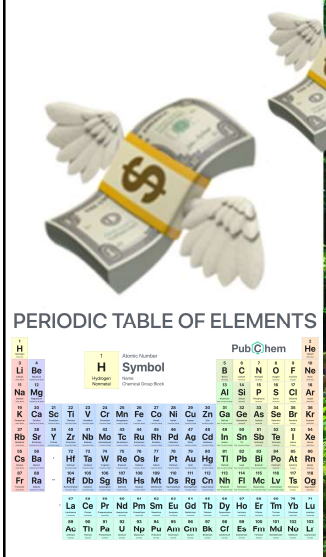
Buffer Pool Deductions: All volumes presented post-deduction of ~18% of issued credits. This mandated "insurance policy" covers unintentional reversals (losses of carbon stocks) due to natural occurrences, such as fire, pest, or disease.

Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

Which other Counties are considering a carbon credit project?



Questions??





Attachment: Presentation on the Carbon Offset Program for the County Forest (60 - 22 : Resolution to Authorize a Carbon Offset Program in the

STATEMENT OF EXPLANATION

Resolution No. 61 - 22

RESOLUTION TO APPROVE THE 2023-2025 COLLECTIVE BARGAINING AGREEMENT BETWEEN CHIPPEWA COUNTY AND THE WISCONSIN PROFESSIONAL POLICE ASSOCIATION - TONI HOHLFELDER

Passage of this resolution approves a three (3) year collective bargaining agreement between Chippewa County and the Wisconsin Professional Police Association (WPPA)/Chippewa County Deputy Sheriff's Association (CCDSA), the collective bargaining unit that represents covered employees at the Chippewa County Sheriff's Department. The collective bargaining agreement commences on January 1, 2023 and expires on December 31, 2025. The County and the WPPA/CCDSA have tentatively agreed to a 3.25% wage increase for patrol and investigators effective January 1, 2023. The County and the WPPA/CCDSA have also tentatively agreed to 3.0% wage increases for patrol and investigators effective on January 1, 2024 and January 1, 2025. The WPPA bargaining unit employee contribution toward health insurance premiums will remain at 10% in 2023 and move to 6% in 2024 and 4% in 2025.

The tentative agreement includes the addition of the following articles or sections to the contract: Recruit Deputy, Funeral Leave, Longevity Bonus and Employee Referral Reward. The tentative agreement also provides for a number of minor language changes including an update to the arbitrator language, a change to the medical/illness leave length, an update to holiday pay, a change to the PTO accruals, a removal of PTO Rewards and addition of Optional Annual PTO Payout, and removal of the supplementation of workers' compensation benefit language.

In addition, the County and the WPPA/CCDSA have tentatively agreed to renewals of side letters / letters of understanding for the following assignments: Courthouse Security Officer, Drug Officer, K-9 Deputy and Recreational Officer.

The terms and conditions of the settlement are spelled out with all changes tracked in the attached "Agreement between Chippewa County and the WPPA/LEER Representing the Chippewa County Deputy Sheriff's Association" dated 2023 - 2025 and accompanying exhibits. It is the recommendation of the County bargaining team that the agreement be approved.

Resolution No. 61 - 22

RESOLUTION TO APPROVE THE 2023-2025 COLLECTIVE BARGAINING AGREEMENT BETWEEN CHIPPEWA COUNTY AND THE WISCONSIN PROFESSIONAL POLICE ASSOCIATION - TONI HOHLFELDER

WHEREAS, the County Administrator and the County bargaining team have been negotiating with the Wisconsin Professional Police Association (WPPA)/Chippewa County Deputy Sheriff's Association (CCDSA), the collective bargaining unit that represents the county public safety union employees, on the terms of a successor collective bargaining agreement to the current 2020-2022 collective bargaining agreement; and

WHEREAS, a voluntary settlement between the parties has been reached; and

WHEREAS, the voluntary settlement is a reasonable agreement reached in good faith; and

WHEREAS, the members of the WPPA/CCDSA have ratified the tentative agreement reached between the WPPA/CCDSA and the County; and

WHEREAS, the tentative agreement provides for a three (3) year term that is effective on January 1, 2023, and terminates on December 31, 2025; and

WHEREAS, the tentative agreement provides for the following hourly wage changes, including a reduction in the number of steps in the wage grid from 7 steps to 4:

Eff. Date	Wage Changes
1/1/2023	3.25% increase - Patrol and Investigators
1/1/2024	3.00% increase - Patrol and Investigators
1/1/2025	3.00% increase - Patrol and Investigators

WHEREAS, the tentative agreement provides that WPPA bargaining unit employees will contribute 10% toward the cost of the health insurance premiums in 2023, 6% in 2024 and 4% in 2025, provided that the WPPA bargaining unit employee premium contribution rate shall be adjusted to match the municipal employee premium contribution rate in any given year in which the general municipal employee contribution rate exceeds that of WPPA bargaining unit employees; and

WHEREAS, the tentative agreement includes the addition of 12-hour shifts and all associated language to the contract; and

WHEREAS, the tentative agreement includes the addition of the following articles or sections to the contract: Recruit Deputy, Funeral Leave, Longevity Bonus and Employee Referral Reward; and

WHEREAS, the tentative agreement provides for a number of minor language changes including an update to the arbitrator language, a change to the medical/illness leave length, an update to holiday pay, a change to the PTO accruals, a removal of PTO Rewards and addition of Optional Annual PTO Payout and removal of the supplementation of workers' compensation benefit language; and

WHEREAS, as part of the tentative agreement, the parties have agreed to renew, with small modifications, the following side side letters/letters of agreement: Courthouse Security, Drug Officer, K-9 Officer and Recreational Officer; and

WHEREAS, the total fiscal impact for 2023 is covered by the funds budgeted to cover the anticipated negotiated settlement; and

WHEREAS, the fiscal impact for 2024 and 2025 will be budgeted during the normal budget process; and

WHEREAS, all benefit and language changes from the 2020-2022 agreement are outlined in the attached document titled, "Agreement between Chippewa County and the WPPA/LEER Representing the Chippewa County Deputy Sheriff's Association 2023-2025" and accompanying exhibits; and

WHEREAS, the WPPA approved the tentative agreement on October 28, 2022; and

WHEREAS, the County bargaining team recommends that the tentative agreement be apprroved;

NOW, THEREFORE BE IT RESOLVED, that the 2023-2025 WPPA/CCDSA Contract is ratified by the County Board of Supervisors, and the commencement date shall be January 1, 2023.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

2023 Patrol and Investigators
Wages/Fringes: $82,188.94
Longevity Bonus: $3,750.00

2024 Patrol and Investigators
Wages/Fringes and Health Insurance: $85,007.39
Longevity Bonus: $3,125.00

2025 Patrol and Investigators
Wages/Fringes and Health Insurance: $86,508.55
Longevity Bonus: $3,125.00

Total Wage and Fringe for Patrol and Investigators: $263,704.88

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Harold Steele, District 2
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:
12/06/22 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls, Corporation Counsel 11/4/2022

Lori Zwiefelhofer, Finance Director 11/4/2022

Randy B. Scholz, County Administrator 11/4/2022

AGREEMENT

between

CHIPPEWA COUNTY

and

the

WISCONSIN PROFESSIONAL POLICE ASSOCIATION/LAW ENFORCEMENT EMPLOYEE RELATIONS DIVISION (WPPA/LEER)

REPRESENTING THE

CHIPPEWA COUNTY DEPUTY SHERIFF'S ASSOCIATION

(2020~~0~~3-2025~~2~~)

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

TABLE OF CONTENTS

AGREEMENT .....

ARTICLE 1 - RECOGNITION .....

ARTICLE 2 - MANAGEMENT RIGHTS 1

ARTICLE 3 - MEMBERSHIP AND DUES 2

Section 1 - Membership

Section 2 - Fair and Equal Representation

Section 3 - Payroll Deduction

Section 4 - Roster of Bargaining Unit Members

Section 5 - Roster of Union Officers

ARTICLE 4 - GRIEVANCE PROCEDURE 3

Section 1 - Definition

Section 2 - Subject Matter

Section 3 - Time Limit

Section 4 - Settlement of Grievances

Section 5 - Steps in Procedure

ARTICLE 5 - LEAVE OF ABSENCE .....

Section 1 - Application and Duration

Section 2 - Medical/Illness Leave

Section 3 - Public Office Leave

Section 4 - Military Leave

Section 5 - Family Leave

ARTICLE 6 - PROBATIONARY EMPLOYEES 5

Section 1 - Probation Period and Separation

Section 2 - Probationary Posting Rights

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE 7 - DISCIPLINE AND DISCHARGE 6
Section 1 - Just Cause
Section 2 - Appeal
Section 3 - Access to Personnel File
Section 4 - Statutory Option

ARTICLE 8 - SENIORITY, JOB POSTING AND PROMOTION 7
Section 1 - Seniority
Section 2 - Layoff
Section 3 - Recall
Section 4 - Bumping into Vacancies
Section 5 - Termination of Seniority
Section 6 - Posting
A. ~~Written ExamB.~~ Rating Categories
~~C~~B. Trial Period~~Probation~~ and Certification
~~D~~C. Outside Applicants
~~E~~D. Pay Step in New Position

ARTICLE 9 - PAYROLL 1

Section 1 - Insurance and Investment Plans
Section 2 - 125/129 Flexible Spending Plan
Section 3 - Special Payments
Section 4 - Direct Deposit

ARTICLE 10 - WORK CURTAILMENT 1

ARTICLE 11 - NEW POSITIONS 1

ARTICLE 12 - UNION BUSINESS 1

ARTICLE 13 - WORK WEEK, HOURS OF WORK AND OVERTIME 1

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

Section 1 - Normal Work Week - Pay Period
Section 2 - Break Period
Section 3 - Call In Pay
Section 4 - Overtime
A. Compensation
B. Availability
Section 5 - Work Schedule
Section 6 - Mutual Aid
Section 7 - Shift Differential
Section 8 - Patrol Officer Training
Section 9 - Recruit Deputy

ARTICLE 14 - HOLIDAYS 1
Section 1 - List of Holidays and Compensation
Section 2 - ~~Schedule and Accrual~~Paid Holiday Hours
Section 3 - Schedule and Accrual
Section 4 - Conditions for Payment

ARTICLE 15 - PAID TIME OFF (PTO) 1
Section 1 - Purpose of Paid Time Off
Section 2 - Calculation
Section 3 - Accrual Limits (Maximum and Minimum)
Section 4 - Timeframe for Available Use
Section 5 - Scheduled PTO Selection
Section 6 - PTO Scheduling Authority
Section 7 - Scheduled Absences
Section 8 - Unscheduled PTO Notification
Section 9 - Unscheduled PTO Verification
Section 10 - Coordination with FMLA
Section 11 - Coordination with Worker's Compensation
Section 12 - Unpaid Time
Section 13 - Increments of Time

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

Section 14 - Restrictions
Section 15 - Department Transfers
Section 16 - Separation
Section 17 - Death
Section 18 - Optional Annual PTO Payout~~Rewards Program~~

ARTICLE 16 - CATASTROPHIC ILLNESS BANK 2
Section 1 - Purpose
Section 2 - Definition
Section 3 - Rate of Pay
Section 4 - Part-Time Employee Utilization
Section 5 - Requesting CI Hours
Section 6 - Restrictions

ARTICLE 17 - FUNERAL~~EMERGENCY~~ LEAVE 2
Section1 - Purpose of Funeral Leave
Section 2 - Eligibility
Section 3 - Family Member Definitions
Section 4 - Time Off and Paid Funeral Leave Permitted by Classifications
Section 5 - Other Requirements

ARTICLE 18 - LONGEVITY BONUS
Section1 - Purpose of Longevity Bonus
Section 2 - Eligibility, Bonus Schedule and Amount
Section 3 - Other Requirements

ARTICLE 19 - EMPLOYEE REFERRAL REWARD
Section1 - Purpose of Employee Referral Reward
Section 2 - Referral Process
Section 3 - Referral Reward Amount
Section 4 - Other Requirements
ARTICLE ~~18~~20 - JURY DUTY 2

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE ~~19~~21 - RETIREMENT 2

ARTICLE 2~~0~~2 - INSURANCE 2

Section 1 - Health Insurance

Section 2 - Life Insurance

Section 3 - Disability Insurance

ARTICLE 2~~1~~3 - MEETINGS AND SCHOOLS 2

ARTICLE 2~~2~~4 - CLOTHING ALLOWANCE..... 2

Section 1 - Clothing

Section 2 - Civilian Clothing Replacement

Section 3 - Investigator Clothing Allowance

ARTICLE 2~~3~~5 - WORKER'S COMPENSATION..... 2

Section 1 - Coverage

Section 2 - Coordination of Benefits

ARTICLE 2~~4~~6 - SAVINGS CLAUSE 2

ARTICLE 2~~5~~7 - DURATION 2

APPENDIX .....

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

AGREEMENT

This Agreement is made and entered into by and between the County of Chippewa, Wisconsin, hereinafter referred to as the County or Employer, and The Wisconsin Professional Police Association/Law Enforcement Employee Relations Division (WPPA/LEER) on behalf of Chippewa County Deputy Sheriff's Association, hereinafter referred to as the Association.

ARTICLE 1 - RECOGNITION

The County recognizes The Wisconsin Professional Police Association/Law Enforcement Employee Relations Division (WPPA/LEER) as the exclusive bargaining representative of all regular full-time law enforcement employees of Chippewa County, including patrol officers, and investigators, but excluding supervisory, confidential and managerial personnel, clerical employees, the Sheriff, Chief Deputy, Captains and Lieutenants, and all other general municipal employees for the purpose of collective bargaining on the questions of wages, hours and conditions of employment.

ARTICLE 2 - MANAGEMENT RIGHTS

The County possesses the sole right to operate the County government and all management rights related to the same, subject only to the provisions of this Agreement, past practices, and applicable law. Except as expressly modified by other provisions of the contract, the County possesses the sole right to operate the County and all management rights repose in it. These rights include, but are not limited to, the following:

A. To direct all operations of the County;

B. To hire, promote, transfer, and assign employees in positions within the Sheriff's Department;

C. To suspend, demote, discharge and take other disciplinary action against non-probationary employees for just cause;

D. To maintain efficiency of County operations;

E. To determine the kinds and amounts of services to be performed as pertains to County operations; and the number and kind of classifications to perform such services;

F. To determine the methods, means and personnel by which County operations are to be conducted;

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

G. To take whatever action is necessary to carry out the functions of the County in situations of emergency.

ARTICLE 3 - MEMBERSHIP AND DUES

Section 1 - Membership: Membership in the Union is not compulsory. Any employee may join the Union and maintain membership therein consistent with its constitution and bylaws. No employee shall be denied membership consistent with Wis. Stats. §111.70(2) or other state or federal law. This Article is subject to the duty of the Wisconsin Employment Relations Commission to suspend the application of this Article whenever the Commission finds that the Union has denied an employee membership contrary to Wis. Stats. §111.70(2).

Section 2 – Fair and Equal Representation: The Union will represent all of the employees in the bargaining unit, members and non-members, fairly and equally.

Section 3 - Payroll Deduction: Upon receipt of an employee signed WPPA Voluntary Enrollment Form, evidencing that the employee voluntarily elects to be a member of the union, the County agrees to deduct the amount of dues certified by the Union as the amount uniformly required of its members from the earnings of the employee and pay the amount so deducted to the Union on or before the end of the month in which the deduction is made.

The Union does hereby indemnify and shall save the County harmless against any and all claims, demands, suits, or other forms of liability, including court costs, that shall arise out of or by reason of action taken or not taken by the County, which County action or non-action is in compliance with the provisions of this Article, and in reliance on any WPPA Voluntary Enrollment Forms which are furnished to the County pursuant to this Article.

Section 4 - Roster of Bargaining Unit Members: Upon demand by the Union, the County shall submit annually to the Union a list of all employees covered by the Union Agreement listing their classification and beginning dates of employment and rate of pay.

Section 5 - Roster of Union Officers: Upon demand by the County, the Union shall furnish the County with the names of its members who will be serving as stewards and advise the County within ten days of any changes therein as well as a list of all Union Officers and Committees.

ARTICLE 4 - GRIEVANCE PROCEDURE

Section 1 - Definition: A grievance shall mean a dispute concerning the interpretation or application of this contract as it relates to wages, hours, discipline, discharge and/or working

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

conditions. For purposes regarding the grievance procedure, a grievant shall be defined as the employee, the local union representative and/or WPPA/LEER.

Section 2 - Subject Matter: Only one subject matter shall be covered in any one grievance. A written grievance shall contain the name and position of the grievant, a clear and concise statement of the grievance, the issues involved, the relief sought, the date the incident or violation took place, the specific section of the Agreement alleged to have been violated and the signature of the grievant and the date.

Section 3 - Time Limit: If it is impossible to comply with the time limit specified in the procedure because of the work schedule, illness, vacation, etc., these time limits may be extended by mutual consent in writing.

Section 4 - Settlement of Grievances: Any grievance shall be considered settled at the completion of any step in the procedure if all parties concerned are mutually satisfied. The employer agrees that the grievant(s) and a representative will be granted not more than two (2) hours in any day for the reasonable investigation, processing, and presentation of grievances by delegated representatives of the Union.

Section 5 - Steps in Procedure:

1. The grievance will be orally discussed between the grievant and the immediate supervisor and if not resolved, the employee shall prepare and file a written grievance with the Department Head within ten (10) calendar days after he/she knew or should have known about the event giving rise to the grievance.

The Department Head will further investigate the grievance and submit his/her decision to the employee within seven (7) calendar days after receiving written notice of the grievance. In the event of a grievance, the employee shall perform his/her assigned task and grieve his/her complaint later.

2. If the grievance is not settled at the first step, the employee and his/her representative shall present a written complaint to the Department of Administration within seven (7) calendar days after receipt of the written decision of the Department Head. The Department of Administration will further investigate the complaint and submit his/her decision to the employee and his/her representative in writing within seven (7) calendar days after receiving notice of complaint.

3. If the grievance is not settled at the second step, the employee may appeal the written grievance to the Executive Committee within seven (7) calendar days after receipt of the written decision of the Department of Administration. The Executive Committee shall discuss the grievance

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

with the employee; following said conference the Executive Committee shall respond within ten (10) calendar days via the Department of Administration.

4. Arbitration:

A. Time Limits: If satisfactory settlement is not reached in Step three, the employee must notify the Department of Administration in writing within ten (10) working days after receiving the Step Three decision that the employee intends to process the grievance to arbitration.

B. Arbitrator: The parties shall attempt to agree upon a ~~list of three~~ W.E.R.C. staff arbitrator~~s~~ to submit to W.E.R.C. to hear the grievance~~, from which the Commission shall select one arbitrator to hear the grievance~~. If the parties are unable to reach agreement on a staff arbitrator or if the staff arbitrator agreed upon and submitted by the parties to the W.E.R.C is not available ~~list of three arbitrators,~~ the W.E.R.C.~~Commission~~ will select a staff arbitrator.

C. Arbitration Hearing: The arbitrator appointed shall meet with the parties at a mutually agreeable date to review the evidence and hear testimony relating to the grievance. On completion of the review and hearing, the arbitrator shall render a written decision, or written record of a bench decision, to the County and the Union which shall be binding upon the parties.

D. Costs: Both parties shall equally share the costs of the arbitration procedure. Each party, however, shall bear its own cost for its witnesses and all other out-of-pocket expenses including possible attorney's fees requested by that party. Testimony or other participation by only the employee who is the grievant and one other employee of his/her choice shall be paid by the County. The arbitration hearing shall be conducted in the County Courthouse.

E. Transcript: A transcript may be prepared of each arbitration hearing; cost of the transcript to be paid by the party requesting a transcript.

F. Decision of the Arbitrator: The decision of the arbitrator shall be limited to the subject matter of the grievance and shall be restricted solely to the interpretation of the Agreement in the areas where the alleged breach occurred. The arbitrator shall not modify, add to, or delete from the express terms of the Agreement.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE 5 - LEAVE OF ABSENCE

Section 1 – Application and Duration: Application for a leave of absence for personal reasons shall be made to the Department Head, and the length of time for such leave shall be contingent upon the reasons for the request.

Section 2 – Medical/Illness Leave: A period of not more than sixteen (16) weeks~~months~~ shall be granted as leave of absence due to personal illness of the employee, or for disability of the employee due to accident, provided a physician's certificate is furnished from time to time to substantiate the need for continuing the leave.

Section 3 - Public Office Leave: Any employee elected to public office shall be granted a leave of absence as is necessary to fulfill the first term of such elected office. Any employee who is appointed/promoted to a management or union position that becomes vacant because of internal promotions related to the leave of absence of an elected official in the Sheriff's Office shall be granted a leave of absence from his/her former position, with continued accrual of seniority, as is necessary to fulfill the first term of such elected or appointed office. The period of time for said leave shall be established by the dates of the term of the elected office or appointment. Further, the vacancies so created by said election or appointment shall be considered "temporary" for the duration of the first term of the office plus thirty (30) calendar days and said person filling said vacancy shall be so informed of this provision by letter when hired.

Section 4 - Military Leave: Seniority shall continue to accrue for the length of time when employees are called to active duty in the U.S. Armed Forces or military service, provided said employee returns to work within 90 days after release from active duty. Persons on military leave, up to four (4) full pay periods, will continue to accrue all benefits excluding salary. Following the equivalent of four (4) full pay periods, however, the employee's PTO benefits shall be pro-rated for all unpaid time and time not worked.

Section 5 – Family Leave: The Federal and State Family Leave Laws provide benefits which are in addition to those provided for in this Agreement.

ARTICLE 6 - PROBATIONARY EMPLOYEES

Section 1 - Probation Period and Separation: New employees shall serve a probationary period of twelve (12) months, or 2080 "work" hours, whichever is greater, and may be extended at the discretion of the Sheriff with cause. The County may separate an employee from service for any reason during such probationary period without recourse to the grievance procedure. It is understood

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

that such employees may, on their own or with the assistance of the Union, initiate or seek legal redress afforded by state or federal laws. All employees retained after the probationary period shall be entitled to all rights and benefits granted under this Agreement retroactive to the original date of employment.

Section 2 - Probationary Posting Rights: Probationary employees may not post into other bargaining unit positions.

ARTICLE 7 - DISCIPLINE AND DISCHARGE

Section 1 - Just Cause: The County will not discipline or discharge any employee without just cause. Warning notices shall be given when required by established approved County work rules. Copies of such warning notices shall be given to the employee, Department of Administration and the Department Head. The warning notice must be issued within 30 days of said complaint. (When a verbal reprimand is given to an employee and it is noted for the record, the employee and supervisor will be required to initial and date the incident.)

Section 2 - Appeal: Discipline shall consist of discharge, suspension, demotion and reprimands. Any discipline must be by proper written notice to the employee, which notice shall include the specific rule and/or written County or departmental policy violated and facts relating to the alleged offense. Any such discipline may be appealed to the grievance procedure (Article 4) commencing at Step 2 of the procedure. If the discipline is overturned through this procedure, the employee shall be reinstated and any reprimand which formed the basis for such discipline withdrawn. The parties may mutually agree at any time that an employee may be reinstated with full, partial, or no compensation for lost time. All oral and written reprimands shall be purged from the employee's file after one (1) year from the date of the offense.

Section 3 - Access to Personnel File: An employee, upon written request to the Department of Administration, shall, at reasonable time and in the presence of the Department of Administration representative, be permitted to inspect all material contained in his or her personnel file (except material exempted from inspection by federal or state law) and upon payment of reasonable cost, to make copies thereof.

Section 4 - Statutory Option: For grievances involving the review of a suspension, a demotion, or a dismissal, the affected employee shall have the option of having the disciplinary action reviewed under the grievance procedure set forth in this agreement or under the procedures set forth in §59.26, Wis. Stat., et. seq., but not both.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE 8 - SENIORITY, JOB POSTING AND PROMOTION

Section 1 - Seniority: Seniority shall begin at the time of most recent date of hire and shall not be diminished by temporary layoffs of less than twelve (12) months. Seniority shall exist within job classification and shall not be interdepartmental.

Section 2 - Layoff: In reducing personnel, the last person hired shall be the first person laid off and the last person laid off shall be the first person rehired, if, in the opinion of the County, said individual is qualified to perform the work for which recalled.

Section 3 - Recall: Whenever it becomes necessary to employ additional workers, either in vacancies or new positions therein, former qualified employees who have been laid off within one (1) year prior thereto shall be entitled to be reemployed in such vacancy or new position. Seniority shall apply in cases of equal qualification of employees.

Section 4 - Bumping into Vacancies: When an employee is laid off due to shortage of work, lack of funds or the discontinuance of a position, such employee may take any other position for which he/she is technically and physically qualified and that his/her seniority will permit him/her to hold which may be open at the time of his/her layoff.

Section 5 - Termination of Seniority: Seniority will terminate upon any of the following conditions:

A. Discharge or voluntary termination of employment.

B. Failure to return to work upon recall after layoff within fourteen (14) days of date of recall.

C. Layoff of employment for a continuous period of more than one year.

D. Failure to return to work upon completion of leave of absence.

E. Engaging in full time employment (over 20 hours per week) while on an authorized leave of absence other than as an elected official.

Section 6 - Posting: Whenever an Investigator vacancy is to be filled or new Investigator position occurs, the position shall be posted on the main bulletin board for five (5) calendar days. This posting shall include the job title, rate of pay and the job description which outlines the minimum qualifications for the position in question. All employees who are interested in the job and who possess the minimum qualifications, may sign the posting indicating their interest.

Whenever the County seeks to fill a bargaining unit Investigator position, it shall first attempt to fill the position ~~same~~ through an internal (Sheriff's Dept.) posting procedure. Thus, qualified bargaining unit candidates will be given first opportunity to fill the Investigator~~such~~ vacancy~~ies~~ or

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

new position~~s~~ before outside applicants may be considered. The following procedures shall apply to Investigator vacancies or new positions which are to be filled ~~or new positions~~:

~~A. Written Exam: Qualified bargaining unit employees who have signed a promotional posting shall take a written examination applicable to that position. This examination may be changed from time to time, however the exam given for a particular opening shall be the same for each candidate. The candidate must pass the written examination with a score of 70 percent or better to be eligible to continue in the process. Movement between entry level positions requires the candidate to have taken the applicable entry level examination for the position for which they are applying. A given exam only needs to be passed once.~~

~~B~~A. Rating Categories: ~~Following the written examination, s~~Successful candidates shall receive points, based on objective standards, awarded in the following categories:

Category	Maximum Points
~~Written Exam~~	~~10~~
Education	20
Seniority	~~15~~20
Performance Review	~~30~~35
Interview	25
Total	100

Seniority shall be determined on a pro-rata basis with the most senior applicant meeting the requirements of the job description receiving ~~15~~20 points, and all other applicants receiving a number of points determined by multiplying ~~15~~20 by a fraction, the numerator of which is the applicant's months of seniority and the denominator of which is the months of seniority of the most senior qualified applicant.

There shall be an oral interview worth 25 points in the overall score. The interview board shall consist of the Sheriff, Chief Deputy, and ~~;~~ up to two management representatives from the field services division.~~; a management representative from an outside law enforcement agency; and a non-voting bargaining unit representative from the relevant area in an agency outside Chippewa County, selected by the union, who will act as an observer.~~

The Sheriff shall make a selection from the 3 (three) candidates receiving the highest total points. The determination of who shall be awarded the position is not subject to the grievance procedure.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

The selected candidate shall be offered the position, conditional upon passing post offer examinations if he/she has not previously passed the post offer exams for Chippewa County.

Failure to pass any post offer examinations will result in the candidate's ineligibility for the change in position.

~~C~~B. Trial Period and Certification: The employee candidate who is awarded the job under B above, shall serve a trial period of up to six (6) months during which the Sheriff may revert the employee to his/her former job where a determination is made that the employee will not satisfactorily complete the trial period. A decision to revert an employee under this provision is not subject to the grievance procedure of this Agreement. During the first thirty (30) working days in the new position, the employee may unilaterally decide to revert to his/her former position and, if so, shall be treated as though he/she had not left the former position.

In addition, if the employee granted the position does not possess the required certification (i.e., LESB, etc.), but who is otherwise determined by the County to be qualified, he/she must, on their own time and at their own expense, obtain the necessary certification within one year of being granted the position. Failure to do so will result in the employee's retrocession to their former position, which is not grievable.

~~D~~C. Outside Applicants: As long as there exists a qualified (as determined by the County) bargaining unit applicant(s) under the internal procedure defined above, no outside applicant may be considered. Only where there is no bargaining unit employee found to be qualified via the internal procedure will the County resort to hiring procedures for consideration of outside applicants.

~~E~~D. Pay Step in New Position: Upon appointment to a promotional position through the procedure outlined in Section 6, the employee shall be paid at the next highest pay rate within the new classification which provides an increase of at least 2 percent. The employee shall be paid at the rate effective upon the date of employment in the higher class. For the purposes of this contract, a promotion is defined as movement from an entry level position to Investigator. An entry level position is defined as a patrol officer. Movement between entry level positions shall not be considered a promotion as defined in this contract.

ARTICLE 9 - PAYROLL

Section 1 - Insurance and Investment Plans: The Employer agrees to allow the employee to have payroll deductions for IRS approved insurance and investment plans, and to pay said payments to appropriately approved agencies as approved by the County.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

Section 2 - 125/129 Flexible Spending Plan: The Employer agrees to allow the employee to have payroll deductions for a 125/129 Flexible Spending, and to pay said deductions to the agency approved by the County.

Section 3 - Special Payments: Special payments for negotiations retroactive pay, and the Annual PTO Rewards Program shall be made.

Computations for the Annual PTO Rewards Program usage incentive shall be based on the PTO used from the first payroll period to the last payroll period of each year, rather than January 1 to December 31 of each year.

Section 4 – Direct Deposit: All employees shall have their paychecks direct deposited to a banking facility chosen by the employee.

ARTICLE 10 - WORK CURTAILMENT

Neither the Union nor any officers, agents, or employees will instigate, promote, encourage, sponsor, engage or condone any strike, picketing, slowdown, concerted work stoppage, or any other intentional interruption of work during the term of this Agreement. During the term of this contract, informational picketing by employees during their non-working hours is authorized, providing the same does not result in disruption of normal work activities.

ARTICLE 11 - NEW POSITIONS

When new jobs are created involving classifications for which rates of pay are not established by this Agreement, the County shall notify the Union within ten (10) days. Rates of pay shall be subject to negotiation between the parties. Rates agreed upon or awarded shall be effective as of the date when the new job started.

ARTICLE 12 - UNION BUSINESS

The Union agrees to conduct its business off the job, except as hereinafter provided. This Article shall not operate in any manner that would prevent a steward from the proper investigation and processing of any grievance in accordance with the procedures outlined in this Agreement, or to prevent certain routine, reasonable business such as the posting of Union notices or bulletins. The Union agrees that a Union Steward or his/her designee shall notify his/her supervisor or designee before he/she attends to Union business and upon returning to his/her normal duties.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE 13 - WORK WEEK, HOURS OF WORK AND OVERTIME

Section 1 - Normal Work Week - Pay Period: The work period for the purposes of this Agreement and the Fair Labor Standards Act will consist of seven (7) consecutive calendar days starting at 12:00 a.m. on Sunday and ending at 11:59 p.m. on the next following Saturday of each calendar week. A pay period shall be the two consecutive work weeks, upon the conclusion of which payroll is computed. The hours of work shall be determined by the Department Head and the standard hours of work and work schedules shall be those presently in effect in each Department.

Section 2 - Break / Meal Period: Each Patrol Officer working the twelve (12) hour work schedule shall be allowed one thirty (30) minute meal period and two fifteen (15) minute break periods. The meal and/or break period shall be non-contiguous, subject to call, and shall be included in the work day. ~~Each full time patrol officer and investigator~~All other employees not working a twelve (12) hour work schedule shall be allowed two (2) fifteen (15) minute breaks. Said breaks shall be taken at approximately the midway point of each half day as scheduled by the Department Head or Supervisor.

Section 3 - Call In Pay: A minimum of two (2) hours payable at the rate of time and one-half (1½) pay shall be granted to any employee who is required to and reports for duty outside his or her regular schedule of hours. Required appearances for court, conferences with the district attorney's office, departmental meetings, training sessions or schooling shall be considered time worked. This section is not applicable to any time contiguous to an employee's regular work schedule. This section is also not applicable to time spent by an employee performing social media tasks on behalf of the department.

Section 4 - Overtime:

A. Compensation: All hours worked in excess of, or outside of, the normal work day or work schedule shall be approved in advance by the Sheriff or his/her designee, and shall be compensated for in pay or compensatory time at one and one-half (1-1/2) times the prevailing rate. As allowed under Section 7(k) of the Fair Labor Standards Act (FLSA), overtime hours shall be calculated based upon a fourteen (14) day, eighty-four (84) hour work period for employees working a twelve (12) hour work schedule. Employees may earn compensatory time for additional hours worked, in lieu of pay, at the employee's option, except that employees may not accrue compensatory time for hours worked at music festivals or for any contracted services that are billed back by the department at 100%. Employees on work hour restriction due to a work-related injury or illness may not accrue compensatory time, but shall be compensated in pay at either regular rate

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

of pay if hours worked are during normally scheduled work hours or at one and one-half (1-1/2) times the prevailing rate for hours worked in excess of, or outside of, the normal work day or schedule. Use of accrued compensatory time shall be with the prior approval of the Sheriff or his/her designee. Accrual and use of compensatory time shall be as follows:

1. Employees working a twelve (12) hour work schedule shall be able to accrue up to forty-eight (48) hours of compensatory time in any calendar year and all other e~~E~~mployees not working a twelve (12) hour work schedule shall be able to accrue up to eighty (80) ~~(85 for those working the 5-2,5-3 rotation)~~ hours of compensatory time in any calendar year;

2. Compensatory time shall be accumulated and paid out based on the first payroll to the last payroll of each year and shall be paid at the straight time rate earned on the last date of the last pay period. Said compensatory time payout shall occur in the same payroll year in which it was earned.

B. Availability: Full time employees will be given an opportunity to work overtime for PTO, holiday, and/or compensatory time where the Department is given four (4) calendar days notice of the PTO, holiday or compensatory time. The Department Head will determine the amount of overtime available to the full time employees.

The parties agree that the above provisions of Section 4 (B) are interpreted as follows:

1. That the Sheriff will offer full time bargaining unit employees, pursuant to said provisions, 100% of the available overtime which is created by virtue of full time employees utilizing PTO, holiday and/or compensatory time. It is understood that employees will only be offered overtime if the department is given four (4) calendar days notice of PTO, holiday and/or compensatory time.

2. Overtime posted and not signed for within 7 calendar days of the start of a shift shall be filled at management's discretion.

Section 5 - Work Schedule: ~~The work schedule for all employees except Investigators shall be five (5) days on duty followed by two (2) days off duty followed by five (5) days on duty followed by three (3) days off duty (5-2, 5-3) and then repeating the cycle. The work schedule for Investigators shall be five (5) days on duty followed by two (2) days off duty and then repeating the cycle. The normal work day for employees working the 5-2, 5-3 cycle shall consist of eight and one-half (8½) consecutive hours including a ½ hour paid lunch. A 5-2 cycle shall consist of 8 consecutive hours with a ½ hour paid lunch.~~ The work schedule for Patrol Officers (unless otherwise noted in a special assignment / side letter) shall be a twelve (12) hour work schedule consists of two

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

(2) consecutive twelve (12) hour days on duty, followed by two (2) consecutive days off, followed by three (3) consecutive twelve (12) hour days on duty, followed by two (2) consecutive days off, followed by two (2) consecutive twelve (12) hour days on duty, followed by three (3) consecutive days off (2/2-3/2-2/3 cycle).

For the ~~5-2, 5-3 cycle,~~twelve (12) hour work schedule, regular/normal shifts for employees shall be as follows:

A. Patrol

6:~~45~~00 a.m. - ~~36~~:~~15~~00 p.m.

~~11~~7:00 a.m. – 7:0~~3~~0 p.m.

11:00 a.m. – 11:00 p.m.

3:00 p.m. - 3:00 a.m.

6~~2~~:00~~45~~ p.m. - ~~11~~6:00~~15~~ ~~pa~~.m.

7:00 p.m. – 7~~3~~:~~3~~0 a.m.

~~10:45 p.m. - 7:15 a.m.~~

B. Investigators will work an eight (8) or ten (10) hour day to commence no earlier than 0600 hours and no later than 1200 hours on a normal basis. Investigators may request to work ten (10) hour days as their regular scheduled shift. Shift pick shall be posted in October each year and effective for the following three periods: January through April, May through August and September through December. If a ten (10) hour work schedule is approved, the day of the week that someone has off, due to working a ten (10) hour shift, shall be determined by the Sheriff or designee and shall be determined on a rotating basis. The Sheriff or designee may revoke the use of then (10) hour work schedule at any time. If the Sheriff or designee ~~management~~ decides to have a regular eight (8) hour shift start at any time other than 0800 to 1600 hours on~~r~~ any days other than Monday through Friday or a regular ten (10) hour shift start at any time other than 0700 to 1700 hours on any days other than Monday through Friday, unless special abilities or circumstances prohibit it, shifts shall be picked by seniority within the classification. The Sheriff or designee~~Management~~ reserves the right (and the Association agrees) under conditions of emergency, or other exigent circumstances, hours or days of work may be varied to fulfill the mission of the Sheriff's Department. In those cases, hours or days will be whatever the Sheriff or designee~~management~~ deems necessary without any regard to starting

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times or days. It is further agreed, however, that such exceptions will be only for limited periods of time during which the above-mentioned emergencies, or other exigent circumstances exist.

NOTE: The Sheriff may, from time to time, in cases of emergency, adjust the above shift starting time by as much as fifteen (15) minutes; provided that, the employee's regular shift shall remain at eight (8), ten (10) or twelve (12) ~~8½~~ consecutive hours.

C. Shift selection. Shift selection for ~~5-2, 5-3 rotation shifts~~ Patrol Officers working the twelve (12) hour work schedule shall be posted once~~two times~~ per year: in October for January through June and~~; in April for~~ July through December. The senior Patrol Officer shall have three (3) days to make his or her shift selection. Failure to make this selection within the designated three (3) days they shall move that Patrol Officer to the bottom of the shift selection list. ~~These shifts shall be effective on the first day of the pay period in those months. Selection for these shifts shall, for non-probationary employees, be determined on a seniority basis. The senior employee shall have five (5) days to make his or her shift selection. Failure to make this selection within the designated five (5) days shall move that employee to the bottom of the shift selection list.~~ The employer reserves the right to assign 20 percent (no rounding up) of non-probationary staff to shifts for training purposes. The employee assigned to a different shift shall displace the least senior employee on the shift and remain on the newly assigned shift for no longer than the duration of the shift pick.

D. There will be four (4)~~three (3)~~ float shifts in patrol. Prior to shift pick, management shall decide what shifts will be designated as the float shifts. Float shifts are bid by seniority at time of shift pick. If the employee on the float shift is to be moved or "floated" to a shift other than the one for which they are regularly scheduled, management will give them three (3) days or more notice of the change. Less than a three (3) day notice of the change will result in the employee being able to decline, take the shift voluntarily at regular time or take the shift involuntarily and be paid at a rate of time and a half.

Section 6 - Mutual Aid: The Sheriff shall have the discretionary right to appoint departmental staff when mutual aid assignments are necessary. When bargaining unit employees are assigned mutual aid duties, they shall be paid when actually carrying out assigned duties, including travel time to and from the work site. They shall be paid at time and one-half (1½) for hours worked in excess of, or outside of, the normal/regular work schedule.

Section 7 - Shift Differential: Shift differential pay of $.50/hour for eligible employees shall be paid to those Patrol Officers performing work or starting a shift between 6:00 p.m. and 7:00 p.m. for their entire shift while working the twelve (12) hour work schedule. ~~: Employees performing~~

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~~work or starting shifts within the below described hours will receive shift differential. Those performing work or starting shifts within the below described hours will receive shift differential. Those performing work or starting a shift between 2:30 p.m. and 6:59 p.m. will receive a shift differential of 35 cents ($.35) per hour. Those performing work or starting a shift between 7:00 p.m. and midnight will receive a shift differential of 50 cents ($.50) per hour. Work performed or shifts starting between the hours of midnight up to 7:15 a.m. will receive 50 cents ($.50) per hour (Excluding shifts that start at 4:00 a.m., 6:45 a.m., and 6:30 a.m.).~~

~~Shift differential shall not be paid beyond the end time of the "late" shift, 7:15 a.m., not prior to the start of the "afternoon shift" 2:30 p.m.~~

~~Shift differential shall not switch to the higher rate if the beginning of the work performed or the shift starts at a lower rate. The higher rate would apply only if after the completion of the scheduled work at a lower rate additional work is required to be performed within the described hours.~~

Section 8 – Patrol Officer Training: When a Patrol Officer working a twelve (12) hour work schedule is assigned to attend training and the training is less than twelve (12) hours, the Patrol Officer shall pre-arrange with their supervisor to make up the work hours, use compensatory time or PTO to make up the hours, subject to management approval.

Section 9 - Recruit Deputy:

A. Sponsorship: The Chippewa County Sherriff's Department may consider an applicant for sponsorship and hire them as a Recruit Deputy. The applicant shall meet all minimum qualifications of the job description other than the Law Enforcement Standards Board (LESB) certification provided by the Wisconsin Law Enforcement Academy. The applicant shall possess the minimum education requirements to register to complete the academy course at the time of hire.

If an applicant is already registered/enrolled with the Academy or in progress, the Sheriff's Department may consider the applicant for employment and hire them as a Recruit Deputy, but the employee shall not be permitted to be sponsored and receive tuition, books and other expenses paid for by the County (as noted below). The Recruit Deputy who is not sponsored shall receive wages only, as defined in this Article.

B. Start Date and Hours Paid: The start date of a Recruit Deputy is the first payroll Monday preceding the first day of the Academy. The first day or two of employment will include orientation and other training necessary to on-board with Chippewa County if schedules permit. The

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Recruit Deputy shall be paid eight (8) hours per day, Monday through Friday, starting the first day of class to compensate them for time spent in class and study time. If a Recruit Deputy is not sponsored and already in progress with the Academy, the first day of employment shall begin on the first payroll Monday as agreed upon by the Sheriff and the Human Resources Director to ensure proper orientation/on-boarding.

C. Overtime and Travel Time: A Recruit Deputy shall record hours worked at a maximum of 40 hours per week and is not permitted to record overtime while in LESB training. Travel time shall be considered normal commute time while attending LESB and shall not be reported as work time.

D. Tuition and Other Expenses: The County shall pay for the academy costs including tuition, books and uniforms for sponsored Recruit Deputies only. The Recruit Deputy is responsible for paying for meals, mileage and any necessary lodging that is needed. If an employee is not sponsored prior to starting with Chippewa County, but instead starts with Chippewa County after already enrolling/registering or in the middle of an already in progress LESB course, the cost of the academy and all associated costs are the responsibility of the Recruit Deputy.

E. Wages: The Recruit Deputy shall be paid at a lower wage than a Patrol Officer as defined in the Appendix Wage Scale in Exhibit 1. Upon proof of LESB certification and approval of the Sheriff or designee, based on feedback from the Academy (attendance, class performance, etc.), the Recruit Deputy shall be promoted to a Patrol Officer on the first payday following graduation from the Wisconsin Law Enforcement Academy and shall be placed at the Hire rate of the Patrol Officer wage scale.

F. Termination: Not withstanding Article 6, Section 1, a Recruit Deputy shall serve a probationary period that begins upon hire and terminates twelve (12) months following graduation from the Academy. During the Recruit Deputy's probationary period, the Recruit Deputy serves at the pleasure of the Sheriff and may be involuntarily terminated for any reason, including, but not limited to, failure to complete or pass the Academy, without recourse to the grievance procedure. If the Recruit Deputy fails to complete or pass the Academy, or is involuntary terminated or voluntarily terminates employment with Chippewa County within six (6) months of graduation from the Academy, the employee shall reimburse Chippewa County $4,000 to offset the expenses incurred by Chippewa County under Section 9.D.

ARTICLE 14 - HOLIDAYS

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Section 1 - List of Holidays and Compensation: The following days shall be paid holidays for all full time employees: ~~New Year's Eve Day,~~ New Year's Day, the Friday before Easter, Memorial Day, Independence Day, the day after Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, December 24 and December 25.

Section 2 - Paid Holiday Hours: A full day holiday shall be computed at eight (8) hours of regular straight time pay for all employees regardless of the regularly scheduled work schedule.~~working the 5-2 cycle and eight and one-half (8½) hours of regular straight time pay for employees working the 5-2, 5-3 cycle.~~ Whenever an observed holiday falls on a day that an employee is scheduled to work more than eight (8) hours (i.e. an Investigator working a ten (10) hour work schedule), the employee shall be paid for eight (8) hours of holiday pay. The employee shall use PTO, compensatory time or work a flexible schedule to make up the additional hours within the same work week. Flexible schedules during the week of a holiday shall be established and approved by the Sheriff or designee to best meet the needs of the department for efficient operations.

Section ~~2~~3 - Schedule and Accrual:

A. All holidays shall be taken by employees as they occur and Patrol Officers are~~, however, all employees working a 5-2, 5-3 cycle,~~ required to perform scheduled work on a holiday or when a holiday falls on an employee's day off, the employee shall receive the holiday pay for that day.

B. Whenever an observed holiday under Article 14, Section 1 falls on a Saturday, all employees working an eight (8) or ten (10) hour work schedule~~5-2 cycle~~ shall observe such holiday on the preceding Friday. Whenever an observed holiday under Section 1 falls on a Sunday, all employees working an eight (8) or ten (10) hour work schedule ~~5-2 cycle~~ shall observe such holidays on the succeeding Monday.

C. Notwithstanding Article 14, Section 3~~2~~.B., whenever December 24th falls on a Friday and December 25th on a Saturday, all employees working an eight (8) or ten (10) hour work schedule ~~5-2 cycle~~ shall observe such holidays on the proceeding Thursday and Friday respectively.

D. Notwithstanding Article 14, Section 3~~2~~.B., whenever December 24th falls on a Sunday and December 25th on a Monday, all employees working an eight (8) or ten (10) hour work schedule ~~5-2 cycle~~ shall observe such holidays on the following Monday and Tuesday respectively.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

~~E. Notwithstanding Article 14, Section 2.B., whenever New Year's Eve falls on a Sunday and New Year's Day on a Monday, all employees working a 5-2 cycle shall observe such holidays on the following Monday and Tuesday respectively.~~

Section ~~34~~ - Conditions for Payment: An employee must have worked his/her last scheduled work day prior to and his/her first scheduled work day following said holiday to qualify for holiday pay. For purposes of this section, PTO shall be considered as time worked.

ARTICLE 15 – PAID TIME OFF (PTO)

Section 1 – Purpose of Paid Time Off: The purpose of Paid Time Off (PTO) is to provide employees a flexible means to carefully plan their time away from work and maximize time spent on the job. PTO may be utilized for any purpose, subject to necessary request and approval procedures consistent with the contract.

Section 2 – Calculation: Employees earn PTO for each pay period based upon the number of hours ~~(excluding overtime hours)~~ that an employee is paid during the pay period, up to 80 ~~regular~~ hours. The payroll hours are tied to a multiplier, based upon years of service, and a new accrual amount is added to an employee's balance each pay period. The following are the multipliers to be used:

Multiplier Level	Years of Continuous Service	Hour for Hour Multiplier Used	Per Pay Period Multiplier (based on 80 hrs)	Maximum Hour Annual Accrual
Level 1	Less than 5	.0886~~770~~	7.09~~6.16~~	184~~60~~
Level 2	5-less than 10	.0983~~867~~	7.86~~6.93~~	204~~180~~
Level 3	10-less than 15	.1079~~0963~~	8.63~~7.70~~	222~~00~~
Level 4	15-less than 20	.1271~~155~~	10.17~~9.24~~	260~~40~~
Level 5	20 and greater	.1464~~348~~	11.71~~10.78~~	304~~280~~

Movement to Higher Multiplier

When the employee's length of service reaches the next higher rate of accrual, accrual at the new rate shall begin on the first day of the pay period of the effective date of eligibility.

Section 3 – Accrual Limits (Maximum and Minimum): An employee's total accrued PTO shall not exceed four hundred eighty (480) hours at any given time. Upon reaching the maximum

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

hours, the employee will no longer continue to accrue hours until PTO hours are used. Employees may not have a negative PTO balance.

Section 4: Timeframe for Available Use: Employees may request to use PTO only in a pay period following the pay period in which the PTO was accrued.

Section 5: Scheduled PTO Selection: Scheduled PTO shall be selected by seniority and by job classification. The Sheriff or designee shall post the Schedule PTO roster on or before November 15 of the year prior to the year Scheduled PTO will be taken. Employees shall select their priority choice or consecutive work days of Scheduled PTO by December 15 of the calendar year that precedes the calendar year in which the Scheduled PTO will be taken. Employees shall select one to five (1-5) consecutive work days during the initial selection until each employee in each respective job classification has made or has been given an opportunity to make a selection. All subsequent Scheduled PTO earned by the employee shall be selected by seniority, by job classification, if selected by December 15 of the calendar year that precedes the calendar year in which the Scheduled PTO will be taken. Remaining PTO shall be taken on a first-come first-served basis. A priority week of Scheduled PTO shall be defined as one to five (1-5) consecutive working days.

Section 6: PTO Scheduling Authority: The Sheriff or designee has final authority in authorizing the use of accrued and available PTO.

Section 7: Scheduled Absences: Scheduled PTO must be requested as defined in Section 5: Scheduled PTO Selection and with a minimum of a 24 hours' notice to be considered Scheduled PTO. Employee PTO requests of less than 24 hours' notice shall be classified as Unscheduled PTO. The Sheriff or designee may approve and classify the absence as Scheduled PTO on a case by case basis, with the Sheriff or designee having full authority to approve or deny said request.

Section 8: Unscheduled PTO Notification: An employee must conform with the policy for reporting illness or injury on a day scheduled to work. The following procedure shall be adhered to:

A. If the employee's position is one which does not require replacement as a result of such employee's absence, such employee must report that he/she needs Unscheduled PTO, within one-half (½) hour of the time he/she is to report for work, except in an emergency.

B. If the employee's position is one which does require replacement as a result of such employee's absence, such employee must report that he/she requests Unscheduled PTO not later than two (2) hours before the time he/she is to report for work, except in an emergency.

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C. Notification of Unscheduled PTO usage by an employee shall be made to the person(s) designated by the Sheriff.

Section 9: Unscheduled PTO Verification: Each employee on Unscheduled PTO is subject to a check to verify the sickness or absence for more than three (3) consecutive work days by the sheriff or other supervisory personnel. A doctor's statement for more than three (3) consecutive work days may be requested. Any employee requested to provide a physician's excuse must do so within five (5) working days of the request unless scheduling of an appointment with a physician is impossible within that time frame. In no event shall the excuse be provided more than two weeks after the date of absence. Failure to do so may result in discipline or discharge.

Section 10: Coordination with FMLA: The County reserves the right to require substitution of paid leave, subject to applicable state and federal law. Therefore, an employee must use Scheduled PTO and/or compensatory time for any federal FMLA qualifying leave including, but not limited to, intermittent leaves.

When solely utilizing federal FMLA leave, an employee shall be required to substitute definite and certain paid leave benefits for unpaid leave including PTO and compensatory time unless the employee does not have sufficient paid time to cover the duration of the leave period. In this case, substitution of available paid time shall be applied evenly and intermittently across the leave period. In addition, employees may be allowed to maintain up to approximately 40.0 hours of paid time in their accrual bank (including any combination of PTO, and/or compensatory time) following expiration of FMLA, unless the paid time is needed to be used to recover employee benefit and mandatory deductions during the leave period. The Human Resources Division shall calculate necessary PTO or compensatory time to be exhausted to comply with this rule. Due to rounding, The Human Resources Division may allow/require up to 39-41 hours of paid time to be maintained in the employee accrual bank.

Section 11: Coordination with Worker's Compensation: The employee may use accrued Scheduled PTO to compensate for time lost that is not reimbursed by workers' compensation. Subject to ARTICLE 2~~3~~5 – WORKER'S COMPENSATION, Section 2, Coordination of Benefits, PTO benefits accrual shall be prorated on a per hour basis for all unpaid time and time not worked.

Section 12: Unpaid Time: With the exception of qualified Wisconsin and Federal FMLA leave, an employee may not take unpaid leave until such time that the employee's PTO bank has been exhausted. At no time shall an employee be authorized to carry a negative PTO balance. In the event an employee has an insufficient PTO balance to cover an absence for any reason, the employee

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

will immediately revert to unpaid time. In the event an employee unilaterally uses unpaid time without prior authorization, the employee may be subject to disciplinary action.

Employees on unpaid status shall not accrue PTO on the unpaid time and all other benefits shall be prorated, with the exception of ARTICLE 25~~3~~ – WORKER'S COMPENSATION, Section 2, Coordination of Benefits.

Section 13: Increments of Time: Employees shall use PTO in increments of fifteen (15) minutes.

Section 14: Restrictions: An employee may not donate PTO to a third party.

Section 15: Department Transfers: PTO balances shall transfer with the employee when an employee transfers from one department to another.

Section 16: Separation: The accumulated PTO of those employees leaving Chippewa County employment due to a qualified separation shall be converted into the County's Conversion Plan, (herein referred to as the "Plan"). The conversion of PTO is mandatory upon a qualified separation and all separating employees with unused PTO on the date of their separation shall participate in the Plan. The employee shall have all PTO converted to a dollar value calculated by taking the number of total PTO hours multiplied by the regular straight time hourly rate of pay at the time of separation (hereinafter "Benefit").

Following are definitions for terms used in this Section:

A. Qualified Separation is defined as follows:

1. Resignation or retirement from employment with Chippewa County with advanced written employee notice as defined in the contract.

2. Permanent layoff from employment.

3. Discharge from employment when the employee has 1 or more years of continuous years of service with the County based on most recent date of hire unless the employee is discharged for misconduct. Misconduct is defined as intentional and substantial disregard of or intentional and unreasonable interference with the employer's interests.

4. County employee who becomes an elected official for the County.

B. Misconduct is defined as intentional and substantial disregard of or intentional and unreasonable interference with the employer's interests.

C. Discharge is defined as dismissal from employment for involuntary reasons.

D. Employee Notice: For the purposes of employee notice, the following definitions apply:

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

1. Retirement occurs when an employee voluntarily terminates employment with Chippewa County and is eligible for WRS annuity benefits.

2. Resignation occurs when an employee voluntarily terminates employment with Chippewa County and is not eligible for WRS annuity benefits.

3. Working Notice is when the employee must work their normally scheduled shift the entire notice period. If time off is planned and approved during the notice period, the employee's last day of employment must be extended to provide a working notice equal to the full amount of the notice (2 weeks or 30 days).

4. When an employee decides to *resign* from employment with the County, Chippewa County requires at least two (2) weeks working notice. If an employee decides to *retire* from employment with the County, Chippewa County requires a thirty (30) day notice. No more than 5 days of PTO may be used by someone retiring during the notice.

E. When an employee separates employment, a written notice must be provided to the Sheriff indicating a resignation or retirement and estimated last day. The separation notice will then be forwarded to Human Resources.

F. If an employee fails to give the required notice, the employee's resignation or retirement shall not be considered a Qualified Separation, unless the Human Resources Director determines that acceptable reasons for a shorter notice period exist.

G. Within thirty (30) days of receiving written notice of an employee's qualified separation, the County shall elect the form in which the separating employee will receive the Benefit. The Benefit paid to the separating employee shall be limited to one of the following forms:

1. The County shall make a contribution to a Medical Expense Trust for the benefit of the separating employee to be applied toward health insurance premiums and un-reimbursed medical expenses specified under IRS Code Section 213. This benefit will continue until fully exhausted by the separating employee or their qualified dependent beneficiaries.

2. The County shall make a contribution to a 401(a) qualified deferred compensation plan (as selected by the County in its sole discretion) in the amount of the Benefit, which shall be paid to the separating employee according to the terms of the selected plan

i. An employee whose separation is non-qualified shall not be eligible for the PTO payout.

ii. An employee who is discharged with less than 1 year of continuous service with the County based on most recent date of hire shall not be eligible for the PTO payout.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

iii. An employee may not use PTO beyond his/her last day actually worked.

Section 17: Death: Upon the death of an employee, the County shall pay to the estate of the deceased employee all accumulated and unused PTO for which the deceased employee may have otherwise been eligible to use at the time of his/her death.

Section 18: Optional Annual PTO ~~Rewards Program~~Payout:

A. Full time employees that have 150 hours of PTO on the books as of the first paycheck in November each year, shall have the option to elect 24 hours of PTO paid out on the second paycheck in November that year at the employee's regular rate of pay or waive a payout.

B. Payout is optional at the election of the employee and the Human Resources Division shall collect employee election and authorization to payout PTO annually by October 15. If the employee does not authorize to pay out PTO by October 15, no payout shall occur.

~~Each PTO year starts after the last pay period in December where employees will be rewarded for low non-scheduled PTO absences as follows:~~

~~At the beginning of the PTO year each full-time employee shall be credited with 24.0 hours of time. During the PTO year, any Unscheduled PTO taken shall reduce the number of hours to be credited to the Annual PTO Rewards Program hour for hour, to a maximum of 24.0.~~

~~At the end of the PTO year, any reward time remaining shall be converted to a dollar value calculated by taking the number of the remaining reward hours multiplied by the regular straight time hourly rate of pay in the preceding calendar year and paid to the employee as a lump sum no later than the second paycheck in January of the following year.~~

~~In order to be eligible for the PTO Rewards Program in a given PTO year, the employee must have been employed with the County for the entire given PTO year.~~

ARTICLE 16 – CATASTROPHIC ILLNESS BANK

Section 1: Purpose: The Catastrophic Illness Bank may be used should the employee have a catastrophic illness and exhaust all other time available. The days may be used for the employee's illness only. The purpose of this article is to provide employees, with a Catastrophic Illness (CI) bank, guidelines on how to utilize these hours should an employee medical related event require their absence upon depletion of their PTO. Effective on the date immediately prior to the date of ratification of the successor collective bargaining agreement by the parties, employees will no longer accrue hours into the CI bank. The hours that are in the CI bank as of

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

12/31/2017 will be frozen and no additional hours may be accrued.

Section 2: Definition: Catastrophic Illness (CI) is defined as:

A. The employee is unable to perform the duties of the position held at the time of the injury or upon inception of the illness and is unable to perform available light duty work (if available); and

B. The anticipated duration of the medical absence is not less than 45 calendar days; and

C. The employee's illness is confirmed in writing by a physician chosen by the employee, and subject to reconfirmation by a physician chosen by the County

Section 3: Rate of Pay: CI hours will be paid at regular straight time pay at the time the CI hours are taken/used. Shift differentials are excluded from the rate of pay.

Section 4: Part-Time Employee Utilization: The number of hours that a part-time employee may record when using CI hours is what they would normally have been scheduled to work.

Section 5: Requesting CI Hours: Once an employee reasonably believes they will have to use CI hours, he/she must immediately contact the Human Resources Division for approval. The Annual PTO Rewards Program will not be paid for this time. The qualifications of an illness as "catastrophic" will be determined by the Human Resources Division.

Section 6: Restrictions:

A. Use of the CI hours may only occur upon exhaustion of PTO.

B. Hours in the CI bank will not be paid out at termination or death.

C. Use of CI hours is limited to an employee's own medical situation.

D. An employee may not donate CI hours to a third party.

ARTICLE 17 - FUNERAL~~EMERGENCY~~ LEAVE

Section 1 – Purpose of Funeral Leave: The purpose of this policy is to establish guidelines for Funeral Leave for employees. In the event of the death of an employee's loved one, the employee will be permitted time off without loss of pay or without being required to use accrued PTO or Compensatory Time. The purpose of Funeral Leave is to allow time for the employee to make funeral arrangements, attend or travel to/from the funeral, celebration of life, visitation, wake, burial or pay respects to family; and/or to handle any estate related activities in which the employee has a role. Employees not involved or attending the funeral may not qualify

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

for Funeral Leave.

Section 2 – Eligibility: This Policy shall apply to all employees who have been a Chippewa County employee for 30 days or more.

Section 3 – Family Member Definitions: The following are definitions for each classification of deceased family members or other individuals that will qualify an eligible employee to use Funeral Leave:

A. Family Members Group 1: Defined as the employee's spouse, parent (includes step-parent), and child (includes biological, adopted, step or foster child).

B. Family Members Group 2: Defined as father in-law, mother in-law, son in-law, daughter in-law, grandparent, step grandparent, grandparent in-law, grandchild, step grandchild, sibling (including step), sister in-law, brother in-law, uncle or aunt.

C. County Board Supervisor / County Employee: Any active County Board Supervisor, active County employee or retired County employee that was with the County for 1 year or more.

Section 4 – Time Off and Paid Funeral Leave Permitted by Classification:

A. Family Members Group 1: Up to five (5) days and no more than forty (40) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence.

B. Family Members Group 2: Up to three (3) days and no more than twenty-four (24) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence.

C. County Board Supervisor / County Employee: Up to four (4) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence to attend the funeral or visitation of a County Board Supervisor or co-worker at the discretion of the Sheriff or designee.

Section 5 – Other Requirements:

A. Funeral Leave will not be approved if the employee is on a paid or unpaid leave of absence, worker's compensation leave, on scheduled PTO or laid-off. If the employee

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

chooses to cancel future PTO scheduled due to an upcoming funeral, Funeral Leave may be approved by the Sheriff or designee and Human Resources Director or designee.

B. Funeral Leave may be taken continuously or non-continuously.

C. Funeral Leave shall be taken within 30 days of death unless approved by the Sheriff or designee and Human Resources Director or designee.

D. Funeral Leave will not be counted as time worked for overtime calculation purposes.

E. Payment for Funeral Leave shall only be for days lost from the approved regularly scheduled work days/hours of the employee.

F. Funeral Leave is limited to ten (10) days and no more than eighty (80) hours maximum per calendar year per employee.

G. Employee shall complete a Funeral Leave Request form and submit it to their Direct Supervisor and/or the Sheriff for approval. The Sheriff or designee shall submit it to the Human Resources Division for processing.

H. Funeral Leave Request Forms shall have an obituary or other documentation attached that includes date of death and date of funeral. In rare instances, the obituary or other documentation may be provided after the form is submitted, if approved by the Human Resources Division.

I. Additional time off may be granted at the discretion of the Sheriff or designee and chargeable to the accrued Paid Time Off (PTO) or Compensatory Time balances.

J. The County recognizes that the individuals designated in the policy may not recognize other people within the family who are cared about deeply. In these instances, accrued Paid Time Off (PTO) is available and may be approved by the Sheriff or designee.

K. Funeral Leave is not applicable to the loss of a pet.

~~All full time employees shall be granted paid emergency leave not to exceed thirty (30) hours at regular straight time pay. Paid emergency leave shall be approved for any thirty (30) hours that occur on or between the date of death of the mother, father, sister, brother, children, spouse, current in-laws, grandparents or grandchildren, and the day after the date of funeral. The employee shall be only paid for hours that he/she would have been originally scheduled to have worked if it were not for said death. If additional leave is required, it will be deducted from PTO accumulation and must be authorized by the Department Head.~~

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ARTICLE 18 - LONGEVITY BONUS

Section 1 – Purpose of Longevity Bonus: The purpose of this policy is to recognize, express appreciation for and reward long standing employees for their dedicated service to the County.

Section 2 - Eligibility, Bonus Schedule and Amount: All active employees at the time of the longevity bonus pay out are eligible for the bonus. Eligibility and payment are based on consecutive years of service as of May 1st of each calendar year. All eligible employees shall receive a longevity bonus according to the following schedule:

Years of Consecutive Service as of May 1st	Bonus Amount
5 Years	$500
10 Years	$1,000
15 Years	$1,500
20, 25 and 30 Years	$2,000
35, 40 and 45 Years	$2,500

The longevity bonus is paid in a lump sum on the second paycheck in May to all eligible employees with a milestone year defined above and is subject to federal, state and local income tax withholding and the withholding of the Employee's FICA and Medicare taxes.

Section 3- Other requirements:

A. Longevity bonuses are not prorated. Employees who terminate from the County and return at a later date, no matter how long the gap in employment, shall use the most recent rehire date to establish years of service for purpose of a longevity bonus.

B. A break in service as a result of time off on an approved FMLA, Military, County Medical, Personal or Workers' Compensation Leave will not reduce eligibility or unqualify an employee to receive a longevity bonus. If an employee is on an approved leave when the annual bonus is paid, they are not eligible to be paid the longevity bonus until the second paycheck upon return from leave.

C. In the event an employee transfers to another department or in/out of the contract, the longevity bonus will be charged to the account in the department that the employee is working and paid from on the date the longevity bonus is paid.

D. In the event an eligible employee retires (as defined under Article 15 – Paid Time Off (PTO, in Section 16: Separation) prior to May 1 and they reached a milestone year, they will

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be eligible to receive the applicable longevity bonus on their last paycheck. This does not apply to those resigning (as defined under Article 15 – Paid Time Off (PTO, in Section 16: Separation).

ARTICLE 19 - EMPLOYEE REFERRAL REWARD

Section 1 – Purpose of Employee Referral Reward: The purpose of this article is to establish guidelines for an Employee Referral Reward. The County would like to encourage employees to seek out and refer people they know to apply for open positions with Chippewa County. Open positions are posted on the County website's Career Opportunities page and the Human Resources Division Facebook page.

Current employees are well equipped to know who will connect with County government and our mission to serve the public. We trust that employees know who may fit our culture best and for this reason, the County will offer a Referral Reward (less taxes) via direct deposit to employees who refer a candidate who is subsequently hired for a posted position.

Section 2 – Referral Process:

A. The referring employee shall complete an Employee Referral Form located on the Employee Portal and submit it to the Human Resources Division.

B. The Employee Referral Form shall be submitted no later than the last day of the close of the recruitment/advertisement on the County website. Open positions are typically advertised for a two-week period. In rare cases, if a position is not advertised on the County website, the Employee Referral Form is due at least two days before the interview by the applicant and supervisor.

C. If two or more employees refer the same applicant, only the first referring employee to submit the Referral Form to the Human Resources Division will receive the Referral Reward.

Section 3 – Referral Reward Amount: To thank employees for recommending and referring Chippewa County as an employer to people you know, the County will pay a Referral Reward in two payment installments once the applicant / referred employee completes two (2) months of employment and then twelve (12) months of employment with Chippewa County.

A. Total: The County employee making the referral is eligible for up to a $1,000 Referral Reward (less taxes).

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B. Payment 1: After the referred employee successfully completes two (2) months of employment, $250 (less taxes) will be paid to the County employee who made the referral on the next pay period following eligibility.

C. Payment 2: After the referred employee successfully completes twelve (12) months of employment, $750 (less taxes) will be paid to the County employee who made the referral on the next pay period following eligibility.

Section 4 – Other Requirements:

A. The Sheriff, managers, supervisors or employees directly or indirectly involved in the hiring decision are not eligible for an Employee Referral Reward.

B. Referring employee must be an active Chippewa County employee at the time the Referral Reward is paid.

C. Existing employees cannot be referred or qualify an employee for an Employee Referral Reward.

D. The applicant shall not have applied previously for any County position within the last 12 months.

E. Applicant shall not have been a previous employee, intern or independent contractor of Chippewa County in the previous 24 months.

F. A Referral Reward shall not be paid to an employee for referring applicants accepting LTE or Reserve positions that are scheduled and/or work less than 975 hours per year/season or do not complete the entire season they were hired for.

G. The Department or Division receiving the new employee will be charged the Employee Referral Reward. A Referral Reward shall not result in the Department going over budget. It is recommended to adjust the start date accordingly if needed for budgetary reasons.

H. All individuals referred by employees will receive the same employment consideration as applicants from other sources.

I. All information regarding the hiring decision will remain strictly confidential. The referring employee will be notified by the Human Resources Division once eligibility for the reward has been determined.

J. Chippewa County reserves the right to deny Referral Reward payments to any employee who improperly makes promises or assurances of employment to prospective or actual applicants, or otherwise engages in improper or inappropriate conduct related to this article.

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

ARTICLE 2018 - JURY DUTY

All full-time employees called for jury duty shall, upon presentation of proper evidence, receive their regular hourly wage provided that such jury duty was performed during regular and scheduled hours of work. In order to be eligible for jury duty pay, employees must deliver to the County any amounts paid to them by the Court, less mileage payment. The County may withhold jury duty compensation until the employee remits to the County the payment received for jury duty from the Court.

ARTICLE 2119 - RETIREMENT

All eligible employees shall be covered by the Wisconsin Retirement Plan in accordance with Wisconsin Statutes. The classifications of Investigator and Patrol Officer, shall be "protective" status participants in the plan.

The County shall contribute to the Wisconsin Retirement Fund in accordance with Wisconsin State Statutes. All employees shall be responsible to pay for one-half of the actuarially required contributions for general municipal employees.

ARTICLE 220 - INSURANCE

Section 1 - Health Insurance: For all employees, health insurance premiums will be prorated on a per-hour basis. No payment of health insurance premiums shall be earned for time off without pay, unless otherwise specified in this agreement. Upon termination of employment with Chippewa County, however, health insurance coverage will continue until the end of the month at no additional premium cost to the employee.

The employer agrees to the following pPremium contributions to be are distributed as follows, except that the employer and employee premium contributions shall be adjusted to match the employer and employee contributions for general municipal employees in any given year of the contract in which the employee contributions required for general municipal employees exceed those listed herein:

	20203	20241	20225
Employee Contribution	10.00%	106.00%	104.00%
Employer Contribution	90.00%	904.00%	906.00%

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

Section 2 - Life Insurance: All employees eligible for coverage under the Wisconsin Life Insurance Plan shall be allowed coverage under the same. The County shall contribute such percent as established by the Wisconsin Group Life Insurance Board.

Section 3 - Disability Insurance: All employees are automatically enrolled into long term disability. 100% of the premium for long term disability insurance shall be paid by Chippewa County. The design and selection, including all level of benefits provided to the County sponsored long term disability plan and insurance carrier is determined solely by the County.

ARTICLE 2~~1~~3 - MEETINGS AND SCHOOLS

Existing departmental policy relative to continued payment to employees while attending meetings and schools shall be continued. Employees may not drink alcohol while attending meetings and going to school at County expense unless the consumption of alcoholic beverages is a requirement for attendance at said school (i.e., intoxilizer training). When out of town, the employee may drink alcohol on completion of a day's schooling or meeting, however the alcohol expense is not reimbursable by the County.

ARTICLE 2~~2~~4 - CLOTHING ALLOWANCE

Section 1 - Clothing: The County shall furnish the initial uniform to all employees and shall replace any worn or torn clothing as is needed.

Section 2 - Civilian Clothing Replacement: The County will pay for damage incurred in the line of duty to civilian clothing, upon the employee's producing adequate proof of damage, obtaining prior approval from the Sheriff or designee, filing a claim, and producing a dated receipt for the specified replacement clothing.

Section 3 - Clothing Allowance: Investigators and Drug Officer shall receive a clothing allowance of twenty-five ($25.00) per month.

ARTICLE 2~~3~~5 - WORKER'S COMPENSATION

Section 1. Coverage: Employees shall be covered by Worker's Compensation protection insuring them, pursuant to state law, against injuries incurred while on the job.

Section 2. Coordination of Benefits: In the event an employee is receiving benefits under the Worker's Compensation Act for Injuries sustained while on the job, the County shall continue to

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

provide all employee benefits~~., subject to the following limitations and/or conditions:~~

~~A. Supplementation of Worker's Compensation Benefit: The employee must exercise one of the following options:~~

~~1. Receive the Worker's Compensation benefit with no reduction from accumulated PTO; or~~

~~2. Receive the Worker's Compensation benefit and be paid the difference between the regular pay based upon a normal workweek and the Worker's Compensation benefit with the County charging the employee's PTO account with the number of hours that equal the cash differential between the Worker's Compensation and regular pay.~~

A~~B~~. PTO Accrual: The equivalent of four (4) full pay periods under Worker's Compensation shall be considered time worked for purposes of PTO accrual, and the employee shall earn full accrual of PTO benefits during said period. Following the equivalent of four (4) full pay periods, however, the employee's PTO benefits shall be pro-rated for all unpaid time and time not worked.

~~C~~B. ~~Health~~ Insurance: ~~Health~~ Insurance, if offered by the County and elected by the employee at the time of the injury, shall be furnished by the Employer while an employee is on Worker's Compensation. The employee shall be responsible to continue to pay his/her portion of all~~the health~~ insurance premiums. The employee shall use PTO or compensatory time to pay the employee share of insurance premiums if such paid time is available.

~~C~~D. Duty Disability: The liability for payment by the County under this Section shall cease if said employee becomes eligible for and receives a duty-related disability pursuant to Wisconsin statutes.

Seniority shall continue to accrue during the terms of temporary total disability compensation.

ARTICLE 2~~4~~6 - SAVINGS CLAUSE

Should any provision of this Agreement be found to be in violation of any federal or state law by a court/tribunal of competent jurisdiction, all other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement. In such a case, the parties shall enter into collective bargaining for a suitable replacement, if appropriate.

ARTICLE 2~~5~~7 - DURATION

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

No verbal statement shall supersede any provisions of this Agreement. Any amendments or agreements supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

This Agreement shall be effective as of January 1, 202~~0~~3, and shall remain in full force and effect through December 31, 202~~2~~5.

Negotiations for any changes in this Agreement shall be consistent with the following schedule:

A. Written notice may be given by either party of an intent to bargain at least one-hundred twenty (120) days prior to the last effective day of this contract.

B. Any such negotiations shall commence as soon after August 1 as is possible; provided however, that the initial session, intended for exchange of proposals, shall be held not later than thirty (30) days after the notice required in "A" above. However, this time limitation may be waived, in writing, by mutual consent of the parties in agreement.

Nothing herein shall prevent the parties from altering or amending at any time any part hereof by mutual agreement.

Dated this _____ day of _____, 202~~0~~2

CHIPPEWA COUNTY	WISCONSIN PROFESSIONAL POLICE ASSOCIATION
By:_____	By:_____
Randy Scholz, County Administrator	Jeryl Vonderheid

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

1 _____

2 _____

3 _____

Attachment: WPPA 2023-2025 Agreement - Tracked Changes 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with

AGREEMENT

between

CHIPPEWA COUNTY

and the

WISCONSIN PROFESSIONAL POLICE ASSOCIATION/LAW ENFORCEMENT EMPLOYEE RELATIONS DIVISION (WPPA/LEER)

Representing the

CHIPPEWA COUNTY DEPUTY SHERIFF'S ASSOCIATION

(2023-2025)

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Table of Contents

AGREEMENT 5

ARTICLE 1 - RECOGNITION 5

ARTICLE 2 - MANAGEMENT RIGHTS 5

ARTICLE 3 - MEMBERSHIP AND DUES 6
Section 1 - Membership 6
Section 2 – Fair and Equal Representation 6
Section 3 - Payroll Deduction 6
Section 4 - Roster of Bargaining Unit Members 6
Section 5 - Roster of Union Officers 6

ARTICLE 4 - GRIEVANCE PROCEDURE 6
Section 1 - Definition 6
Section 2 - Subject Matter: 7
Section 3 - Time Limit 7
Section 4 - Settlement of Grievances 7
Section 5 - Steps in Procedure 7
Section 1 – Application and Duration: 8
Section 2 – Medical/Illness Leave 8
Section 3 - Public Office Leave 9
Section 4 - Military Leave 9
Section 5 – Family Leave 9

ARTICLE 6 - PROBATIONARY EMPLOYEES 9
Section 1 - Probation Period and Separation 9
Section 2 - Probationary Posting Rights 9

ARTICLE 7 - DISCIPLINE AND DISCHARGE 10
Section 1 - Just Cause 10
Section 2 - Appeal 10
Section 3 - Access to Personnel File 10
Section 4 - Statutory Option 10

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

ARTICLE 8 - SENIORITY, JOB POSTING AND PROMOTION..... 10
Section 1 - Seniority..... 10
Section 2 - Layoff..... 11
Section 3 - Recall..... 11
Section 4 - Bumping into Vacancies..... 11
Section 5 - Termination of Seniority..... 11
Section 6 - Posting..... 11

ARTICLE 9 - PAYROLL..... 13
Section 1 - Insurance and Investment Plans..... 13
Section 2 - 125/129 Flexible Spending Plan..... 13
Section 3 - Special Payments..... 13
Section 4 – Direct Deposit..... 13

ARTICLE 10 - WORK CURTAILMENT..... 13

ARTICLE 11 - NEW POSITIONS..... 14

ARTICLE 12 - UNION BUSINESS..... 14

ARTICLE 13 - WORK WEEK, HOURS OF WORK AND OVERTIME..... 14
Section 1 - Normal Work Week - Pay Period..... 14
Section 2 - Break / Meal Period..... 14
Section 3 - Call In Pay..... 14
Section 4 - Overtime..... 15
Section 5 - Work Schedule..... 16
Section 6 - Mutual Aid..... 17
Section 7 - Shift Differential:..... 17
Section 8 – Patrol Officer Training..... 18
Section 9 - Recruit Deputy:..... 18

ARTICLE 14 - HOLIDAYS..... 19
Section 1 - List of Holidays and Compensation:..... 19
Section 2 - Paid Holiday Hours..... 19
Section 3 - Schedule and Accrual..... 20
Section 4 - Conditions for Payment..... 20

ARTICLE 15 – PAID TIME OFF (PTO)..... 20

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Section 1 – Purpose of Paid Time Off 20
Section 2 – Calculation 20
Section 3 – Accrual Limits (Maximum and Minimum): 21
Section 4: Timeframe for Available Use 21
Section 5: Scheduled PTO Selection 21
Section 6: PTO Scheduling Authority 21
Section 7: Scheduled Absences: 22
Section 8: Unscheduled PTO Notification 22
Section 9: Unscheduled PTO Verification 22
Section 10: Coordination with FMLA 22
Section 11: Coordination with Worker's Compensation 23
Section 12: Unpaid Time: 23
Section 13: Increments of Time 23
Section 14: Restrictions 23
Section 15: Department Transfers 23
Section 16: Separation 23
Section 17: Death: 25
Section 18: Optional Annual PTO Payout: 25

ARTICLE 16 – CATASTROPHIC ILLNESS BANK 25
Section 1: Purpose: 25
Section 2: Definition 26
Section 3: Rate of Pay: 26
Section 4: Part-Time Employee Utilization 26
Section 5: Requesting CI Hours: 26
Section 6: Restrictions: 26

ARTICLE 17 – FUNERAL LEAVE 26
Section 1 – Purpose of Funeral Leave: 26
Section 2 – Eligibility 27
Section 3 – Family Member Definitions: 27
Section 4 – Time Off and Paid Funeral Leave Permitted by Classification: 27
Section 5 – Other Requirements: 27

ARTICLE 18 – LONGEVITY BONUS 28
Section 1 – Purpose of Longevity Bonus 28

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Section 2 - Eligibility, Bonus Schedule and Amount 28
Section 3- Other requirements: 29

ARTICLE 19 - EMPLOYEE REFERRAL REWARD 29
Section 1 – Purpose of Employee Referral Reward 29
Section 2 – Referral Process 30
Section 3 – Referral Reward Amount: 30
Section 4 – Other Requirements: 30

ARTICLE 20 - JURY DUTY 31

ARTICLE 21 - RETIREMENT 31

ARTICLE 22 - INSURANCE 32
Section 1 - Health Insurance 32
Section 2 - Life Insurance 32
Section 3 - Disability Insurance: 32

ARTICLE 23 - MEETINGS AND SCHOOLS 32

ARTICLE 24 - CLOTHING ALLOWANCE 33
Section 1 - Clothing 33
Section 2 - Civilian Clothing Replacement 33
Section 3 - Clothing Allowance 33

ARTICLE 25 - WORKER'S COMPENSATION 33
Section 1 - Coverage 33
Section 2 - Coordination of Benefits: 33

ARTICLE 26 - SAVINGS CLAUSE 34

ARTICLE 27 - DURATION 34

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

AGREEMENT

This Agreement is made and entered into by and between the County of Chippewa, Wisconsin, hereinafter referred to as the County or Employer, and The Wisconsin Professional Police Association/Law Enforcement Employee Relations Division (WPPA/LEER) on behalf of Chippewa County Deputy Sheriff's Association, hereinafter referred to as the Association.

ARTICLE 1 - RECOGNITION

The County recognizes The Wisconsin Professional Police Association/Law Enforcement Employee Relations Division (WPPA/LEER) as the exclusive bargaining representative of all regular full-time law enforcement employees of Chippewa County, including patrol officers, and investigators, but excluding supervisory, confidential and managerial personnel, clerical employees, the Sheriff, Chief Deputy, Captains and Lieutenants, and all other general municipal employees for the purpose of collective bargaining on the questions of wages, hours and conditions of employment.

ARTICLE 2 - MANAGEMENT RIGHTS

The County possesses the sole right to operate the County government and all management rights related to the same, subject only to the provisions of this Agreement, past practices, and applicable law. Except as expressly modified by other provisions of the contract, the County possesses the sole right to operate the County and all management rights repose in it. These rights include, but are not limited to, the following:

A. To direct all operations of the County;

B. To hire, promote, transfer, and assign employees in positions within the Sheriff's Department;

C. To suspend, demote, discharge and take other disciplinary action against non-probationary employees for just cause;

D. To maintain efficiency of County operations;

E. To determine the kinds and amounts of services to be performed as pertains to County operations; and the number and kind of classifications to perform such services;

F. To determine the methods, means and personnel by which County operations are to be conducted;

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

G. To take whatever action is necessary to carry out the functions of the County in situations of emergency.

ARTICLE 3 - MEMBERSHIP AND DUES

Section 1 - Membership: Membership in the Union is not compulsory. Any employee may join the Union and maintain membership therein consistent with its constitution and bylaws. No employee shall be denied membership consistent with Wis. Stats. §111.70(2) or other state or federal law. This Article is subject to the duty of the Wisconsin Employment Relations Commission to suspend the application of this Article whenever the Commission finds that the Union has denied an employee membership contrary to Wis. Stats. §111.70(2).

Section 2 – Fair and Equal Representation: The Union will represent all of the employees in the bargaining unit, members and non-members, fairly and equally.

Section 3 - Payroll Deduction: Upon receipt of an employee signed WPPA Voluntary Enrollment Form, evidencing that the employee voluntarily elects to be a member of the union, the County agrees to deduct the amount of dues certified by the Union as the amount uniformly required of its members from the earnings of the employee and pay the amount so deducted to the Union on or before the end of the month in which the deduction is made.

The Union does hereby indemnify and shall save the County harmless against any and all claims, demands, suits, or other forms of liability, including court costs, that shall arise out of or by reason of action taken or not taken by the County, which County action or non-action is in compliance with the provisions of this Article, and in reliance on any WPPA Voluntary Enrollment Forms which are furnished to the County pursuant to this Article.

Section 4 - Roster of Bargaining Unit Members: Upon demand by the Union, the County shall submit annually to the Union a list of all employees covered by the Union Agreement listing their classification and beginning dates of employment and rate of pay.

Section 5 - Roster of Union Officers: Upon demand by the County, the Union shall furnish the County with the names of its members who will be serving as stewards and advise the County within ten days of any changes therein as well as a list of all Union Officers and Committees.

ARTICLE 4 - GRIEVANCE PROCEDURE

Section 1 - Definition: A grievance shall mean a dispute concerning the interpretation or application of this contract as it relates to wages, hours, discipline, discharge and/or working

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

conditions. For purposes regarding the grievance procedure, a grievant shall be defined as the employee, the local union representative and/or WPPA/LEER.

Section 2 - Subject Matter: Only one subject matter shall be covered in any one grievance. A written grievance shall contain the name and position of the grievant, a clear and concise statement of the grievance, the issues involved, the relief sought, the date the incident or violation took place, the specific section of the Agreement alleged to have been violated and the signature of the grievant and the date.

Section 3 - Time Limit: If it is impossible to comply with the time limit specified in the procedure because of the work schedule, illness, vacation, etc., these time limits may be extended by mutual consent in writing.

Section 4 - Settlement of Grievances: Any grievance shall be considered settled at the completion of any step in the procedure if all parties concerned are mutually satisfied. The employer agrees that the grievant(s) and a representative will be granted not more than two (2) hours in any day for the reasonable investigation, processing, and presentation of grievances by delegated representatives of the Union.

Section 5 - Steps in Procedure:

1. The grievance will be orally discussed between the grievant and the immediate supervisor and if not resolved, the employee shall prepare and file a written grievance with the Department Head within ten (10) calendar days after he/she knew or should have known about the event giving rise to the grievance.

The Department Head will further investigate the grievance and submit his/her decision to the employee within seven (7) calendar days after receiving written notice of the grievance. In the event of a grievance, the employee shall perform his/her assigned task and grieve his/her complaint later.

2. If the grievance is not settled at the first step, the employee and his/her representative shall present a written complaint to the Department of Administration within seven (7) calendar days after receipt of the written decision of the Department Head. The Department of Administration will further investigate the complaint and submit his/her decision to the employee and his/her representative in writing within seven (7) calendar days after receiving notice of complaint.

3. If the grievance is not settled at the second step, the employee may appeal the written grievance to the Executive Committee within seven (7) calendar days after receipt of the written decision of the Department of Administration. The Executive Committee shall discuss the

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

grievance with the employee; following said conference the Executive Committee shall respond within ten (10) calendar days via the Department of Administration.

4. Arbitration:

A. Time Limits: If satisfactory settlement is not reached in Step three, the employee must notify the Department of Administration in writing within ten (10) working days after receiving the Step Three decision that the employee intends to process the grievance to arbitration.

B. Arbitrator: The parties shall attempt to agree upon a W.E.R.C. staff arbitrator to submit to W.E.R.C. to hear the grievance. If the parties are unable to reach agreement on a staff arbitrator or if the staff arbitrator agreed upon and submitted by the parties to the W.E.R.C is not available the W.E.R.C. will select a staff arbitrator.

C. Arbitration Hearing: The arbitrator appointed shall meet with the parties at a mutually agreeable date to review the evidence and hear testimony relating to the grievance. On completion of the review and hearing, the arbitrator shall render a written decision, or written record of a bench decision, to the County and the Union which shall be binding upon the parties.

D. Costs: Both parties shall equally share the costs of the arbitration procedure. Each party, however, shall bear its own cost for its witnesses and all other out-of-pocket expenses including possible attorney's fees requested by that party. Testimony or other participation by only the employee who is the grievant and one other employee of his/her choice shall be paid by the County. The arbitration hearing shall be conducted in the County Courthouse.

E. Transcript: A transcript may be prepared of each arbitration hearing; cost of the transcript to be paid by the party requesting a transcript.

F. Decision of the Arbitrator: The decision of the arbitrator shall be limited to the subject matter of the grievance and shall be restricted solely to the interpretation of the Agreement in the areas where the alleged breach occurred. The arbitrator shall not modify, add to, or delete from the express terms of the Agreement.

ARTICLE 5 - LEAVE OF ABSENCE

Section 1 – Application and Duration: Application for a leave of absence for personal reasons shall be made to the Department Head, and the length of time for such leave shall be contingent upon the reasons for the request.

Section 2 – Medical/Illness Leave: A period of not more than sixteen (16) weeks shall be granted as leave of absence due to personal illness of the employee, or for disability of the

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

employee due to accident, provided a physician's certificate is furnished from time to time to substantiate the need for continuing the leave.

Section 3 - Public Office Leave: Any employee elected to public office shall be granted a leave of absence as is necessary to fulfill the first term of such elected office. Any employee who is appointed/promoted to a management or union position that becomes vacant because of internal promotions related to the leave of absence of an elected official in the Sheriff's Office shall be granted a leave of absence from his/her former position, with continued accrual of seniority, as is necessary to fulfill the first term of such elected or appointed office. The period of time for said leave shall be established by the dates of the term of the elected office or appointment. Further, the vacancies so created by said election or appointment shall be considered "temporary" for the duration of the first term of the office plus thirty (30) calendar days and said person filling said vacancy shall be so informed of this provision by letter when hired.

Section 4 - Military Leave: Seniority shall continue to accrue for the length of time when employees are called to active duty in the U.S. Armed Forces or military service, provided said employee returns to work within 90 days after release from active duty. Persons on military leave, up to four (4) full pay periods, will continue to accrue all benefits excluding salary. Following the equivalent of four (4) full pay periods, however, the employee's PTO benefits shall be pro-rated for all unpaid time and time not worked.

Section 5 – Family Leave: The Federal and State Family Leave Laws provide benefits which are in addition to those provided for in this Agreement.

ARTICLE 6 - PROBATIONARY EMPLOYEES

Section 1 - Probation Period and Separation: New employees shall serve a probationary period of twelve (12) months, or 2080 "work" hours, whichever is greater, and may be extended at the discretion of the Sheriff with cause. The County may separate an employee from service for any reason during such probationary period without recourse to the grievance procedure. It is understood that such employees may, on their own or with the assistance of the Union, initiate or seek legal redress afforded by state or federal laws. All employees retained after the probationary period shall be entitled to all rights and benefits granted under this Agreement retroactive to the original date of employment.

Section 2 - Probationary Posting Rights: Probationary employees may not post into other bargaining unit positions.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

ARTICLE 7 - DISCIPLINE AND DISCHARGE

Section 1 - Just Cause: The County will not discipline or discharge any employee without just cause. Warning notices shall be given when required by established approved County work rules. Copies of such warning notices shall be given to the employee, Department of Administration and the Department Head. The warning notice must be issued within 30 days of said complaint. (When a verbal reprimand is given to an employee and it is noted for the record, the employee and supervisor will be required to initial and date the incident.)

Section 2 - Appeal: Discipline shall consist of discharge, suspension, demotion and reprimands. Any discipline must be by proper written notice to the employee, which notice shall include the specific rule and/or written County or departmental policy violated and facts relating to the alleged offense. Any such discipline may be appealed to the grievance procedure (Article 4) commencing at Step 2 of the procedure. If the discipline is overturned through this procedure, the employee shall be reinstated and any reprimand which formed the basis for such discipline withdrawn. The parties may mutually agree at any time that an employee may be reinstated with full, partial, or no compensation for lost time. All oral and written reprimands shall be purged from the employee's file after one (1) year from the date of the offense.

Section 3 - Access to Personnel File: An employee, upon written request to the Department of Administration, shall, at reasonable time and in the presence of the Department of Administration representative, be permitted to inspect all material contained in his or her personnel file (except
material exempted from inspection by federal or state law) and upon payment of reasonable cost, to make copies thereof.

Section 4 - Statutory Option: For grievances involving the review of a suspension, a demotion, or a dismissal, the affected employee shall have the option of having the disciplinary action reviewed under the grievance procedure set forth in this agreement or under the procedures set forth in §59.26, Wis. Stat., et. seq., but not both.

ARTICLE 8 - SENIORITY, JOB POSTING AND PROMOTION

Section 1 - Seniority: Seniority shall begin at the time of most recent date of hire and shall not be diminished by temporary layoffs of less than twelve (12) months. Seniority shall exist within job classification and shall not be interdepartmental.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Section 2 - Layoff: In reducing personnel, the last person hired shall be the first person laid off and the last person laid off shall be the first person rehired, if, in the opinion of the County, said individual is qualified to perform the work for which recalled.

Section 3 - Recall: Whenever it becomes necessary to employ additional workers, either in vacancies or new positions therein, former qualified employees who have been laid off within one (1) year prior thereto shall be entitled to be reemployed in such vacancy or new position. Seniority shall apply in cases of equal qualification of employees.

Section 4 - Bumping into Vacancies: When an employee is laid off due to shortage of work, lack of funds or the discontinuance of a position, such employee may take any other position for which he/she is technically and physically qualified and that his/her seniority will permit him/her to hold which may be open at the time of his/her layoff.

Section 5 - Termination of Seniority: Seniority will terminate upon any of the following conditions:

A. Discharge or voluntary termination of employment.

B. Failure to return to work upon recall after layoff within fourteen (14) days of date of recall.

C. Layoff of employment for a continuous period of more than one year.

D. Failure to return to work upon completion of leave of absence.

E. Engaging in full time employment (over 20 hours per week) while on an authorized leave of absence other than as an elected official.

Section 6 - Posting: Whenever an Investigator vacancy is to be filled or new Investigator position occurs, the position shall be posted on the main bulletin board for five (5) calendar days. This posting shall include the job title, rate of pay and the job description which outlines the minimum qualifications for the position in question. All employees who are interested in the job and who possess the minimum qualifications, may sign the posting indicating their interest.

Whenever the County seeks to fill a bargaining unit Investigator position, it shall first attempt to fill the position through an internal (Sheriff's Dept.) posting procedure. Thus, qualified bargaining unit candidates will be given first opportunity to fill the Investigator vacancy or new position before outside applicants may be considered. The following procedures shall apply to Investigator vacancies or new positions which are to be filled:

A. Rating Categories: Successful candidates shall receive points, based on objective standards, awarded in the following categories:

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Category	Maximum Points
Education	20
Seniority	20
Performance Review	35
Interview	25
Total	100

Seniority shall be determined on a pro-rata basis with the most senior applicant meeting the requirements of the job description receiving 20 points, and all other applicants receiving a number of points determined by multiplying 20 by a fraction, the numerator of which is the applicant's months of seniority and the denominator of which is the months of seniority of the most senior qualified applicant.

There shall be an oral interview worth 25 points in the overall score. The interview board shall consist of the Sheriff, Chief Deputy, and up to two management representatives from the field services division.

The Sheriff shall make a selection from the 3 (three) candidates receiving the highest total points. The determination of who shall be awarded the position is not subject to the grievance procedure.

The selected candidate shall be offered the position, conditional upon passing post offer examinations if he/she has not previously passed the post offer exams for Chippewa County.

Failure to pass any post offer examinations will result in the candidate's ineligibility for the change in position.

B. Trial Period and Certification: The employee candidate who is awarded the job under B above, shall serve a trial period of up to six (6) months during which the Sheriff may revert the employee to his/her former job where a determination is made that the employee will not satisfactorily complete the trial period. A decision to revert an employee under this provision is not subject to the grievance procedure of this Agreement. During the first thirty (30) working days in the new position, the employee may unilaterally decide to revert to his/her former position and, if so, shall be treated as though he/she had not left the former position.

In addition, if the employee granted the position does not possess the required certification (i.e., LESB, etc.), but who is otherwise determined by the County to be qualified, he/she must, on their own time and at their own expense, obtain the necessary certification within one year of being granted the position. Failure to do so will result in the employee's retrocession to their former position, which is not grievable.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

C. Outside Applicants: As long as there exists a qualified (as determined by the County) bargaining unit applicant(s) under the internal procedure defined above, no outside applicant may be considered. Only where there is no bargaining unit employee found to be qualified via the internal procedure will the County resort to hiring procedures for consideration of outside applicants.

D. Pay Step in New Position: Upon appointment to a promotional position through the procedure outlined in Section 6, the employee shall be paid at the next highest pay rate within the new classification which provides an increase of at least 2 percent. The employee shall be paid at the rate effective upon the date of employment in the higher class. For the purposes of this contract, a promotion is defined as movement from an entry level position to Investigator. An entry level position is defined as a patrol officer. Movement between entry level positions shall not be considered a promotion as defined in this contract.

ARTICLE 9 - PAYROLL

Section 1 - Insurance and Investment Plans: The Employer agrees to allow the employee to have payroll deductions for IRS approved insurance and investment plans, and to pay said payments to appropriately approved agencies as approved by the County.

Section 2 - 125/129 Flexible Spending Plan: The Employer agrees to allow the employee to have payroll deductions for a 125/129 Flexible Spending, and to pay said deductions to the agency approved by the County.

Section 3 - Special Payments: Special payments for negotiations retroactive pay, and the Annual PTO Rewards Program shall be made.

Computations for the Annual PTO Rewards Program usage incentive shall be based on the PTO used from the first payroll period to the last payroll period of each year, rather than January 1 to December 31 of each year.

Section 4 – Direct Deposit: All employees shall have their paychecks direct deposited to a banking facility chosen by the employee.

ARTICLE 10 - WORK CURTAILMENT

Neither the Union nor any officers, agents, or employees will instigate, promote, encourage, sponsor, engage or condone any strike, picketing, slowdown, concerted work stoppage, or any other intentional interruption of work during the term of this Agreement. During the term

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

of this contract, informational picketing by employees during their non-working hours is authorized, providing the same does not result in disruption of normal work activities.

ARTICLE 11 - NEW POSITIONS

When new jobs are created involving classifications for which rates of pay are not established by this Agreement, the County shall notify the Union within ten (10) days. Rates of pay shall be subject to negotiation between the parties. Rates agreed upon or awarded shall be effective as of the date when the new job started.

ARTICLE 12 - UNION BUSINESS

The Union agrees to conduct its business off the job, except as hereinafter provided. This Article shall not operate in any manner that would prevent a steward from the proper investigation and processing of any grievance in accordance with the procedures outlined in this Agreement, or to prevent certain routine, reasonable business such as the posting of Union notices or bulletins. The Union agrees that a Union Steward or his/her designee shall notify his/her supervisor or designee before he/she attends to Union business and upon returning to his/her normal duties.

ARTICLE 13 - WORK WEEK, HOURS OF WORK AND OVERTIME

Section 1 - Normal Work Week - Pay Period: The work period for the purposes of this Agreement and the Fair Labor Standards Act will consist of seven (7) consecutive calendar days starting at 12:00 a.m. on Sunday and ending at 11:59 p.m. on the next following Saturday of each calendar week. A pay period shall be the two consecutive work weeks, upon the conclusion of which payroll is computed. The hours of work shall be determined by the Department Head and the standard hours of work and work schedules shall be those presently in effect in each Department.

Section 2 - Break / Meal Period: Each Patrol Officer working the twelve (12) hour work schedule shall be allowed one thirty (30) minute meal period and two fifteen (15) minute break periods. The meal and/or break period shall be non-contiguous, subject to call, and shall be included in the work day. All other employees not working a twelve (12) hour work schedule shall be allowed two (2) fifteen (15) minute breaks. Said breaks shall be taken at approximately the midway point of each half day as scheduled by the Department Head or Supervisor.

Section 3 - Call In Pay: A minimum of two (2) hours payable at the rate of time and one-half (1½) pay shall be granted to any employee who is required to and reports for duty outside his

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

or her regular schedule of hours. Required appearances for court, conferences with the district attorney's office, departmental meetings, training sessions or schooling shall be considered time worked. This section is not applicable to any time contiguous to an employee's regular work schedule. This section is also not applicable to time spent by an employee performing social media tasks on behalf of the department.

Section 4 - Overtime:

A. Compensation: All hours worked in excess of, or outside of, the normal work day or work schedule shall be approved in advance by the Sheriff or his/her designee, and shall be compensated for in pay or compensatory time at one and one-half (1-1/2) times the prevailing rate. As allowed under Section 7(k) of the Fair Labor Standards Act (FLSA), overtime hours shall be calculated based upon a fourteen (14) day, eighty-four (84) hour work period for employees working a twelve (12) hour work schedule. Employees may earn compensatory time for additional hours worked, in lieu of pay, at the employee's option, except that employees may not accrue compensatory time for hours worked at music festivals or for any contracted services that are billed back by the department at 100%. Employees on work hour restriction due to a work-related injury or illness may not accrue compensatory time, but shall be compensated in pay at either regular rate of pay if hours worked are during normally scheduled work hours or at one and one-half (1-1/2) times the prevailing rate for hours worked in excess of, or outside of, the normal work day or schedule. Use of accrued compensatory time shall be with the prior approval of the Sheriff or his/her designee. Accrual and use of compensatory time shall be as follows:

1. Employees working a twelve (12) hour work schedule shall be able to accrue up to forty-eight (48) hours of compensatory time in any calendar year and all other employees not working a twelve (12) hour work schedule shall be able to accrue up to eighty (80) hours of compensatory time in any calendar year;

2. Compensatory time shall be accumulated and paid out based on the first payroll to the last payroll of each year and shall be paid at the straight time rate earned on the last date of the last pay period. Said compensatory time payout shall occur in the same payroll year in which it was earned.

B. Availability: Full time employees will be given an opportunity to work overtime for PTO, holiday, and/or compensatory time where the Department is given four (4) calendar days notice of the PTO, holiday or compensatory time. The Department Head will determine the amount of overtime available to the full time employees.

The parties agree that the above provisions of Section 4 (B) are interpreted as follows:

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

1. That the Sheriff will offer full time bargaining unit employees, pursuant to said provisions, 100% of the available overtime which is created by virtue of full time employees utilizing PTO, holiday and/or compensatory time. It is understood that employees will only be offered overtime if the department is given four (4) calendar days notice of PTO, holiday and/or compensatory time.

2. Overtime posted and not signed for within 7 calendar days of the start of a shift shall be filled at management's discretion.

Section 5 - Work Schedule: The work schedule for Patrol Officers (unless otherwise noted in a special assignment / side letter) shall be a twelve (12) hour work schedule consists of two (2) consecutive twelve (12) hour days on duty, followed by two (2) consecutive days off, followed by three (3) consecutive twelve (12) hour days on duty, followed by two (2) consecutive days off, followed by two (2) consecutive twelve (12) hour days on duty, followed by three (3) consecutive days off (2/2-3/2-2/3 cycle).

For the twelve (12) hour work schedule, regular/normal shifts for employees shall be as follows:

A. Patrol

6:00 a.m. - 6:00 p.m.

7:00 a.m. – 7:00 p.m.

11:00 a.m. – 11:00 p.m.

3:00 p.m. - 3:00 a.m.

6:00 p.m. - 6:00 a.m.

7:00 p.m. – 7:00 a.m.

B. Investigators will work an eight (8) or ten (10) hour day to commence no earlier than 0600 hours and no later than 1200 hours on a normal basis. Investigators may request to work ten (10) hour days as their regular scheduled shift. Shift pick shall be posted in October each year and effective for the following three periods: January through April, May through August and September through December. If a ten (10) hour work schedule is approved, the day of the week that someone has off, due to working a ten (10) hour shift, shall be determined by the Sheriff or designee and shall be determined on a rotating basis. The Sheriff or designee may revoke the use of then (10) hour work schedule at any time. If the Sheriff or designee decides to have a regular eight (8) hour shift start at any time other than 0800 to 1600 hours on any days other than Monday through Friday or a regular ten (10) hour shift start at any time other than 0700 to 1700 hours on

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

any days other than Monday through Friday, unless special abilities or circumstances prohibit it, shifts shall be picked by seniority within the classification. The Sheriff or designee reserves the right (and the Association agrees) under conditions of emergency, or other exigent circumstances, hours or days of work may be varied to fulfill the mission of the Sheriff's Department. In those cases, hours or days will be whatever the Sheriff or designee deems necessary without any regard to starting times or days. It is further agreed, however, that such exceptions will be only for limited periods of time during which the above-mentioned emergencies, or other exigent circumstances exist.

NOTE: The Sheriff may, from time to time, in cases of emergency, adjust the above shift starting time by as much as fifteen (15) minutes; provided that, the employee's regular shift shall remain at eight (8), ten (10) or twelve (12) consecutive hours.

C. Shift selection. Shift selection for Patrol Officers working the twelve (12) hour work schedule shall be posted once per year: in October for January through June and July through December. The senior Patrol Officer shall have three (3) days to make his or her shift selection. Failure to make this selection within the designated three (3) days they shall move that Patrol Officer to the bottom of the shift selection list. The employer reserves the right to assign 20 percent (no rounding up) of non-probationary staff to shifts for training purposes. The employee assigned to a different shift shall displace the least senior employee on the shift and remain on the newly assigned shift for no longer than the duration of the shift pick.

D. There will be four (4) float shifts in patrol. Prior to shift pick, management shall decide what shifts will be designated as the float shifts. Float shifts are bid by seniority at time of shift pick. If the employee on the float shift is to be moved or “floated” to a shift other than the one for which they are regularly scheduled, management will give them three (3) days or more notice of the change. Less than a three (3) day notice of the change will result in the employee being able to decline, take the shift voluntarily at regular time or take the shift involuntarily and be paid at a rate of time and a half.

Section 6 - Mutual Aid: The Sheriff shall have the discretionary right to appoint departmental staff when mutual aid assignments are necessary. When bargaining unit employees are assigned mutual aid duties, they shall be paid when actually carrying out assigned duties, including travel time to and from the work site. They shall be paid at time and one-half (1½) for hours worked in excess of, or outside of, the normal/regular work schedule.

Section 7 - Shift Differential: Shift differential pay of $.50/hour for eligible employees shall be paid to those Patrol Officers performing work or starting a shift between 6:00 p.m. and

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

7:00 p.m. for their entire shift while working the twelve (12) hour work schedule.

Section 8 – Patrol Officer Training: When a Patrol Officer working a twelve (12) hour work schedule is assigned to attend training and the training is less than twelve (12) hours, the Patrol Officer shall pre-arrange with their supervisor to make up the work hours, use compensatory time or PTO to make up the hours, subject to management approval.

Section 9 - Recruit Deputy:

A. Sponsorship: The Chippewa County Sherriff's Department may consider an applicant for sponsorship and hire them as a Recruit Deputy. The applicant shall meet all minimum qualifications of the job description other than the Law Enforcement Standards Board (LESB) certification provided by the Wisconsin Law Enforcement Academy. The applicant shall possess the minimum education requirements to register to complete the academy course at the time of hire.

If an applicant is already registered/enrolled with the Academy or in progress, the Sheriff's Department may consider the applicant for employment and hire them as a Recruit Deputy, but the employee shall not be permitted to be sponsored and receive tuition, books and other expenses paid for by the County (as noted below). The Recruit Deputy who is not sponsored shall receive wages only, as defined in this Article.

B. Start Date and Hours Paid: The start date of a Recruit Deputy is the first payroll Monday preceding the first day of the Academy. The first day or two of employment will include orientation and other training necessary to on-board with Chippewa County if schedules permit. The Recruit Deputy shall be paid eight (8) hours per day, Monday through Friday, starting the first day of class to compensate them for time spent in class and study time. If a Recruit Deputy is not sponsored and already in progress with the Academy, the first day of employment shall begin on the first payroll Monday as agreed upon by the Sheriff and the Human Resources Director to ensure proper orientation/on-boarding.

C. Overtime and Travel Time: A Recruit Deputy shall record hours worked at a maximum of 40 hours per week and is not permitted to record overtime while in LESB training. Travel time shall be considered normal commute time while attending LESB and shall not be reported as work time.

D. Tuition and Other Expenses: The County shall pay for the academy costs including tuition, books and uniforms for sponsored Recruit Deputies only. The Recruit Deputy is responsible for paying for meals, mileage and any necessary lodging that is needed. If an employee is not sponsored prior to starting with Chippewa County, but instead starts with

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Chippewa County after already enrolling/registering or in the middle of an already in progress LESB course, the cost of the academy and all associated costs are the responsibility of the Recruit Deputy.

E. Wages: The Recruit Deputy shall be paid at a lower wage than a Patrol Officer as defined in the Appendix Wage Scale in Exhibit 1. Upon proof of LESB certification and approval of the Sheriff or designee, based on feedback from the Academy (attendance, class performance, etc.), the Recruit Deputy shall be promoted to a Patrol Officer on the first payday following graduation from the Wisconsin Law Enforcement Academy and shall be placed at the Hire rate of the Patrol Officer wage scale.

F. Termination: Not withstanding Article 6, Section 1, a Recruit Deputy shall serve a probationary period that begins upon hire and terminates twelve (12) months following graduation from the Academy. During the Recruit Deputy's probationary period, the Recruit Deputy serves at the pleasure of the Sheriff and may be involuntarily terminated for any reason, including, but not limited to, failure to complete or pass the Academy, without recourse to the grievance procedure. If the Recruit Deputy fails to complete or pass the Academy, or is involuntary terminated or voluntarily terminates employment with Chippewa County within six (6) months of graduation from the Academy, the employee shall reimburse Chippewa County $4,000 to offset the expenses incurred by Chippewa County under Section 9.D.

ARTICLE 14 - HOLIDAYS

Section 1 - List of Holidays and Compensation: The following days shall be paid holidays for all full time employees: New Year's Day, the Friday before Easter, Memorial Day, Independence Day, the day after Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, December 24 and December 25.

Section 2 - Paid Holiday Hours: A full day holiday shall be computed at eight (8) hours of regular straight time pay for all employees regardless of the regularly scheduled work schedule. Whenever an observed holiday falls on a day that an employee is scheduled to work more than eight (8) hours (i.e. an Investigator working a ten (10) hour work schedule), the employee shall be paid for eight (8) hours of holiday pay. The employee shall use PTO, compensatory time or work a flexible schedule to make up the additional hours within the same work week. Flexible schedules during the week of a holiday shall be established and approved by the Sheriff or designee to best meet the needs of the department for efficient operations.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Section 3 - Schedule and Accrual:

A. All holidays shall be taken by employees as they occur and Patrol Officers are required to perform scheduled work on a holiday or when a holiday falls on an employee's day off, the employee shall receive the holiday pay for that day.

B. Whenever an observed holiday under Article 14, Section 1 falls on a Saturday, all employees working an eight (8) or ten (10) hour work schedule shall observe such holiday on the preceding Friday. Whenever an observed holiday under Section 1 falls on a Sunday, all employees working an eight (8) or ten (10) hour work schedule shall observe such holidays on the succeeding Monday.

C. Notwithstanding Article 14, Section 3.B., whenever December 24th falls on a Friday and December 25th on a Saturday, all employees working an eight (8) or ten (10) hour work schedule shall observe such holidays on the proceeding Thursday and Friday respectively.

D. Notwithstanding Article 14, Section 3.B., whenever December 24th falls on a Sunday and December 25th on a Monday, all employees working an eight (8) or ten (10) hour work schedule shall observe such holidays on the following Monday and Tuesday respectively.

Section 4 - Conditions for Payment: An employee must have worked his/her last scheduled work day prior to and his/her first scheduled work day following said holiday to qualify for holiday pay. For purposes of this section, PTO shall be considered as time worked.

ARTICLE 15 – PAID TIME OFF (PTO)

Section 1 – Purpose of Paid Time Off: The purpose of Paid Time Off (PTO) is to provide employees a flexible means to carefully plan their time away from work and maximize time spent on the job. PTO may be utilized for any purpose, subject to necessary request and approval procedures consistent with the contract.

Section 2 – Calculation: Employees earn PTO for each pay period based upon the number of hours that an employee is paid during the pay period, up to 80 hours. The payroll hours are tied to a multiplier, based upon years of service, and a new accrual amount is added to an employee's balance each pay period. The following are the multipliers to be used:

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Multiplier Level	Years of Continuous Service	Hour for Hour Multiplier Used	Per Pay Period Multiplier (based on 80 hrs)	Maximum Hour Annual Accrual
Level 1	Less than 5	.0886	7.09	184
Level 2	5-less than 10	.0983	7.86	204
Level 3	10-less than 15	.1079	8.63	222
Level 4	15-less than 20	.1271	10.17	260
Level 5	20 and greater	.1464	11.71	304

Movement to Higher Multiplier

When the employee's length of service reaches the next higher rate of accrual, accrual at the new rate shall begin on the first day of the pay period of the effective date of eligibility.

Section 3 – Accrual Limits (Maximum and Minimum): An employee's total accrued PTO shall not exceed four hundred eighty (480) hours at any given time. Upon reaching the maximum hours, the employee will no longer continue to accrue hours until PTO hours are used. Employees may not have a negative PTO balance.

Section 4: Timeframe for Available Use: Employees may request to use PTO only in a pay period following the pay period in which the PTO was accrued.

Section 5: Scheduled PTO Selection: Scheduled PTO shall be selected by seniority and by job classification. The Sheriff or designee shall post the Schedule PTO roster on or before November 15 of the year prior to the year Scheduled PTO will be taken. Employees shall select their priority choice or consecutive work days of Scheduled PTO by December 15 of the calendar year that precedes the calendar year in which the Scheduled PTO will be taken. Employees shall select one to five (1-5) consecutive work days during the initial selection until each employee in each respective job classification has made or has been given an opportunity to make a selection. All subsequent Scheduled PTO earned by the employee shall be selected by seniority, by job classification, if selected by December 15 of the calendar year that precedes the calendar year in which the Scheduled PTO will be taken. Remaining PTO shall be taken on a first-come first-served basis. A priority week of Scheduled PTO shall be defined as one to five (1-5) consecutive working days.

Section 6: PTO Scheduling Authority: The Sheriff or designee has final authority in authorizing the use of accrued and available PTO.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Section 7: Scheduled Absences: Scheduled PTO must be requested as defined in Section 5: Scheduled PTO Selection and with a minimum of a 24 hours' notice to be considered Scheduled PTO. Employee PTO requests of less than 24 hours' notice shall be classified as Unscheduled PTO. The Sheriff or designee may approve and classify the absence as Scheduled PTO on a case by case basis, with the Sheriff or designee having full authority to approve or deny said request.

Section 8: Unscheduled PTO Notification: An employee must conform with the policy for reporting illness or injury on a day scheduled to work. The following procedure shall be adhered to:

A. If the employee's position is one which does not require replacement as a result of such employee's absence, such employee must report that he/she needs Unscheduled PTO, within one-half (½) hour of the time he/she is to report for work, except in an emergency.

B. If the employee's position is one which does require replacement as a result of such employee's absence, such employee must report that he/she requests Unscheduled PTO not later than two (2) hours before the time he/she is to report for work, except in an emergency.

C. Notification of Unscheduled PTO usage by an employee shall be made to the person(s) designated by the Sheriff.

Section 9: Unscheduled PTO Verification: Each employee on Unscheduled PTO is subject to a check to verify the sickness or absence for more than three (3) consecutive work days by the sheriff or other supervisory personnel. A doctor's statement for more than three (3) consecutive work days may be requested. Any employee requested to provide a physician's excuse must do so within five (5) working days of the request unless scheduling of an appointment with a physician is impossible within that time frame. In no event shall the excuse be provided more than two weeks after the date of absence. Failure to do so may result in discipline or discharge.

Section 10: Coordination with FMLA: The County reserves the right to require substitution of paid leave, subject to applicable state and federal law. Therefore, an employee must use Scheduled PTO and/or compensatory time for any federal FMLA qualifying leave including, but not limited to, intermittent leaves.

When solely utilizing federal FMLA leave, an employee shall be required to substitute definite and certain paid leave benefits for unpaid leave including PTO and compensatory time unless the employee does not have sufficient paid time to cover the duration of the leave period. In this case, substitution of available paid time shall be applied evenly and intermittently across the leave period. In addition, employees may be allowed to maintain up to approximately 40.0 hours of paid time in their accrual bank (including any combination of PTO, and/or compensatory

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

time) following expiration of FMLA, unless the paid time is needed to be used to recover employee benefit and mandatory deductions during the leave period. The Human Resources Division shall calculate necessary PTO or compensatory time to be exhausted to comply with this rule. Due to rounding, The Human Resources Division may allow/require up to 39-41 hours of paid time to be maintained in the employee accrual bank.

Section 11: Coordination with Worker's Compensation: The employee may use accrued Scheduled PTO to compensate for time lost that is not reimbursed by workers' compensation. Subject to ARTICLE 25 – WORKER'S COMPENSATION, Section 2, Coordination of Benefits, PTO benefits accrual shall be prorated on a per hour basis for all unpaid time and time not worked.

Section 12: Unpaid Time: With the exception of qualified Wisconsin and Federal FMLA leave, an employee may not take unpaid leave until such time that the employee's PTO bank has been exhausted. At no time shall an employee be authorized to carry a negative PTO balance. In the event an employee has an insufficient PTO balance to cover an absence for any reason, the employee will immediately revert to unpaid time. In the event an employee unilaterally uses unpaid time without prior authorization, the employee may be subject to disciplinary action.

Employees on unpaid status shall not accrue PTO on the unpaid time and all other benefits shall be prorated, with the exception of ARTICLE 25 – WORKER'S COMPENSATION, Section 2, Coordination of Benefits.

Section 13: Increments of Time: Employees shall use PTO in increments of fifteen (15) minutes.

Section 14: Restrictions: An employee may not donate PTO to a third party.

Section 15: Department Transfers: PTO balances shall transfer with the employee when an employee transfers from one department to another.

Section 16: Separation: The accumulated PTO of those employees leaving Chippewa County employment due to a qualified separation shall be converted into the County's Conversion Plan, (herein referred to as the "Plan"). The conversion of PTO is mandatory upon a qualified separation and all separating employees with unused PTO on the date of their separation shall participate in the Plan. The employee shall have all PTO converted to a dollar value calculated by taking the number of total PTO hours multiplied by the regular straight time hourly rate of pay at the time of separation (hereinafter "Benefit").

Following are definitions for terms used in this Section:

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

A. Qualified Separation is defined as follows:

1. Resignation or retirement from employment with Chippewa County with advanced written employee notice as defined in the contract.

2. Permanent layoff from employment.

3. Discharge from employment when the employee has 1 or more years of continuous years of service with the County based on most recent date of hire unless the employee is discharged for misconduct. Misconduct is defined as intentional and substantial disregard of or intentional and unreasonable interference with the employer's interests.

4. County employee who becomes an elected official for the County.

B. Misconduct is defined as intentional and substantial disregard of or intentional and unreasonable interference with the employer's interests.

C. Discharge is defined as dismissal from employment for involuntary reasons.

D. Employee Notice: For the purposes of employee notice, the following definitions apply:

1. Retirement occurs when an employee voluntarily terminates employment with Chippewa County and is eligible for WRS annuity benefits.

2. Resignation occurs when an employee voluntarily terminates employment with Chippewa County and is not eligible for WRS annuity benefits.

3. Working Notice is when the employee must work their normally scheduled shift the entire notice period. If time off is planned and approved during the notice period, the employee's last day of employment must be extended to provide a working notice equal to the full amount of the notice (2 weeks or 30 days).

4. When an employee decides to *resign* from employment with the County, Chippewa County requires at least two (2) weeks working notice. If an employee decides to *retire* from employment with the County, Chippewa County requires a thirty (30) day notice. No more than 5 days of PTO may be used by someone retiring during the notice.

E. When an employee separates employment, a written notice must be provided to the Sheriff indicating a resignation or retirement and estimated last day. The separation notice will then be forwarded to Human Resources.

F. If an employee fails to give the required notice, the employee's resignation or retirement shall not be considered a Qualified Separation, unless the Human Resources Director determines that acceptable reasons for a shorter notice period exist.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

G. Within thirty (30) days of receiving written notice of an employee's qualified separation, the County shall elect the form in which the separating employee will receive the Benefit. The Benefit paid to the separating employee shall be limited to one of the following forms:

1. The County shall make a contribution to a Medical Expense Trust for the benefit of the separating employee to be applied toward health insurance premiums and un-reimbursed medical expenses specified under IRS Code Section 213. This benefit will continue until fully exhausted by the separating employee or their qualified dependent beneficiaries.

2. The County shall make a contribution to a 401(a) qualified deferred compensation plan (as selected by the County in its sole discretion) in the amount of the Benefit, which shall be paid to the separating employee according to the terms of the selected plan

i. An employee whose separation is non-qualified shall not be eligible for the PTO payout.

ii. An employee who is discharged with less than 1 year of continuous service with the County based on most recent date of hire shall not be eligible for the PTO payout.

iii. An employee may not use PTO beyond his/her last day actually worked.

Section 17: Death: Upon the death of an employee, the County shall pay to the estate of the deceased employee all accumulated and unused PTO for which the deceased employee may have otherwise been eligible to use at the time of his/her death.

Section 18: Optional Annual PTO Payout:

A. Full time employees that have 150 hours of PTO on the books as of the first paycheck in November each year, shall have the option to elect 24 hours of PTO paid out on the second paycheck in November that year at the employee's regular rate of pay or waive a payout.

B. Payout is optional at the election of the employee and the Human Resources Division shall collect employee election and authorization to payout PTO annually by October 15. If the employee does not authorize to pay out PTO by October 15, no payout shall occur.

ARTICLE 16 – CATASTROPHIC ILLNESS BANK

Section 1: Purpose: The Catastrophic Illness Bank may be used should the employee have a catastrophic illness and exhaust all other time available. The days may be used for the employee's illness only. The purpose of this article is to provide employees, with a Catastrophic Illness (CI) bank, guidelines on how to utilize these hours should an employee medical related event require their absence upon depletion of their PTO. Effective on the date immediately prior

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

to the date of ratification of the successor collective bargaining agreement by the parties, employees will no longer accrue hours into the CI bank. The hours that are in the CI bank as of 12/31/2017 will be frozen and no additional hours may be accrued.

Section 2: Definition: Catastrophic Illness (CI) is defined as:

A. The employee is unable to perform the duties of the position held at the time of the injury or upon inception of the illness and is unable to perform available light duty work (if available); and

B. The anticipated duration of the medical absence is not less than 45 calendar days; and

C. The employee's illness is confirmed in writing by a physician chosen by the employee, and subject to reconfirmation by a physician chosen by the County

Section 3: Rate of Pay: CI hours will be paid at regular straight time pay at the time the CI hours are taken/used. Shift differentials are excluded from the rate of pay.

Section 4: Part-Time Employee Utilization: The number of hours that a part-time employee may record when using CI hours is what they would normally have been scheduled to work.

Section 5: Requesting CI Hours: Once an employee reasonably believes they will have to use CI hours, he/she must immediately contact the Human Resources Division for approval. The Annual PTO Rewards Program will not be paid for this time. The qualifications of an illness as "catastrophic" will be determined by the Human Resources Division.

Section 6: Restrictions:

A. Use of the CI hours may only occur upon exhaustion of PTO.

B. Hours in the CI bank will not be paid out at termination or death.

C. Use of CI hours is limited to an employee's own medical situation.

D. An employee may not donate CI hours to a third party.

ARTICLE 17 - FUNERAL LEAVE

Section 1 – Purpose of Funeral Leave: The purpose of this policy is to establish guidelines for Funeral Leave for employees. In the event of the death of an employee's loved one, the employee will be permitted time off without loss of pay or without being required to use accrued PTO or Compensatory Time. The purpose of Funeral Leave is to allow time for the employee to make funeral arrangements, attend or travel to/from the funeral, celebration of life, visitation, wake, burial or pay respects to family; and/or to handle any estate related activities in

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

which the employee has a role. Employees not involved or attending the funeral may not qualify for Funeral Leave.

Section 2 – Eligibility: This Policy shall apply to all employees who have been a Chippewa County employee for 30 days or more.

Section 3 – Family Member Definitions: The following are definitions for each classification of deceased family members or other individuals that will qualify an eligible employee to use Funeral Leave:

A. Family Members Group 1: Defined as the employee's spouse, parent (includes step-parent), and child (includes biological, adopted, step or foster child).

B. Family Members Group 2: Defined as father in-law, mother in-law, son in-law, daughter in-law, grandparent, step grandparent, grandparent in-law, grandchild, step grandchild, sibling (including step), sister in-law, brother in-law, uncle or aunt.

C. County Board Supervisor / County Employee: Any active County Board Supervisor, active County employee or retired County employee that was with the County for 1 year or more.

Section 4 – Time Off and Paid Funeral Leave Permitted by Classification:

A. Family Members Group 1: Up to five (5) days and no more than forty (40) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence.

B. Family Members Group 2: Up to three (3) days and no more than twenty-four (24) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence.

C. County Board Supervisor / County Employee: Up to four (4) hours paid at the employee's regular straight time hourly rate at the time of the Funeral Leave multiplied by the number of hours the employee would otherwise have worked at the time of the absence to attend the funeral or visitation of a County Board Supervisor or co-worker at the discretion of the Sheriff or designee.

Section 5 – Other Requirements:

A. Funeral Leave will not be approved if the employee is on a paid or unpaid leave of absence, worker's compensation leave, on scheduled PTO or laid-off. If the employee

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

chooses to cancel future PTO scheduled due to an upcoming funeral, Funeral Leave may be approved by the Sheriff or designee and Human Resources Director or designee.

B. Funeral Leave may be taken continuously or non-continuously.

C. Funeral Leave shall be taken within 30 days of death unless approved by the Sheriff or designee and Human Resources Director or designee.

D. Funeral Leave will not be counted as time worked for overtime calculation purposes.

E. Payment for Funeral Leave shall only be for days lost from the approved regularly scheduled work days/hours of the employee.

F. Funeral Leave is limited to ten (10) days and no more than eighty (80) hours maximum per calendar year per employee.

G. Employee shall complete a Funeral Leave Request form and submit it to their Direct Supervisor and/or the Sheriff for approval. The Sheriff or designee shall submit it to the Human Resources Division for processing.

H. Funeral Leave Request Forms shall have an obituary or other documentation attached that includes date of death and date of funeral. In rare instances, the obituary or other documentation may be provided after the form is submitted, if approved by the Human Resources Division.

I. Additional time off may be granted at the discretion of the Sheriff or designee and chargeable to the accrued Paid Time Off (PTO) or Compensatory Time balances.

J. The County recognizes that the individuals designated in the policy may not recognize other people within the family who are cared about deeply. In these instances, accrued Paid Time Off (PTO) is available and may be approved by the Sheriff or designee.

K. Funeral Leave is not applicable to the loss of a pet.

ARTICLE 18 - LONGEVITY BONUS

Section 1 – Purpose of Longevity Bonus: The purpose of this policy is to recognize, express appreciation for and reward long standing employees for their dedicated service to the County.

Section 2 - Eligibility, Bonus Schedule and Amount: All active employees at the time of the longevity bonus pay out are eligible for the bonus. Eligibility and payment are based on consecutive years of service as of May 1st of each calendar year. All eligible employees shall receive a longevity bonus according to the following schedule:

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Years of Consecutive Service as of May 1st	Bonus Amount
5 Years	$500
10 Years	$1,000
15 Years	$1,500
20, 25 and 30 Years	$2,000
35, 40 and 45 Years	$2,500

The longevity bonus is paid in a lump sum on the second paycheck in May to all eligible employees with a milestone year defined above and is subject to federal, state and local income tax withholding and the withholding of the Employee's FICA and Medicare taxes.

Section 3- Other requirements:

A. Longevity bonuses are not prorated. Employees who terminate from the County and return at a later date, no matter how long the gap in employment, shall use the most recent rehire date to establish years of service for purpose of a longevity bonus.

B. A break in service as a result of time off on an approved FMLA, Military, County Medical, Personal or Workers' Compensation Leave will not reduce eligibility or unqualify an employee to receive a longevity bonus. If an employee is on an approved leave when the annual bonus is paid, they are not eligible to be paid the longevity bonus until the second paycheck upon return from leave.

C. In the event an employee transfers to another department or in/out of the contract, the longevity bonus will be charged to the account in the department that the employee is working and paid from on the date the longevity bonus is paid.

D. In the event an eligible employee retires (as defined under Article 15 – Paid Time Off (PTO, in Section 16: Separation) prior to May 1 and they reached a milestone year, they will be eligible to receive the applicable longevity bonus on their last paycheck. This does not apply to those resigning (as defined under Article 15 – Paid Time Off (PTO, in Section 16: Separation).

ARTICLE 19 - EMPLOYEE REFERRAL REWARD

Section 1 – Purpose of Employee Referral Reward: The purpose of this article is to establish guidelines for an Employee Referral Reward. The County would like to encourage employees to seek out and refer people they know to apply for open positions with Chippewa County. Open positions are posted on the County website's Career Opportunities page and the Human Resources Division Facebook page.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

Current employees are well equipped to know who will connect with County government and our mission to serve the public. We trust that employees know who may fit our culture best and for this reason, the County will offer a Referral Reward (less taxes) via direct deposit to employees who refer a candidate who is subsequently hired for a posted position.

Section 2 – Referral Process:

A. The referring employee shall complete an Employee Referral Form located on the Employee Portal and submit it to the Human Resources Division.

B. The Employee Referral Form shall be submitted no later than the last day of the close of the recruitment/advertisement on the County website. Open positions are typically advertised for a two-week period. In rare cases, if a position is not advertised on the County website, the Employee Referral Form is due at least two days before the interview by the applicant and supervisor.

C. If two or more employees refer the same applicant, only the first referring employee to submit the Referral Form to the Human Resources Division will receive the Referral Reward.

Section 3 – Referral Reward Amount: To thank employees for recommending and referring Chippewa County as an employer to people you know, the County will pay a Referral Reward in two payment installments once the applicant / referred employee completes two (2) months of employment and then twelve (12) months of employment with Chippewa County.

A. Total: The County employee making the referral is eligible for up to a $1,000 Referral Reward (less taxes).

B. Payment 1: After the referred employee successfully completes two (2) months of employment, $250 (less taxes) will be paid to the County employee who made the referral on the next pay period following eligibility.

C. Payment 2: After the referred employee successfully completes twelve (12) months of employment, $750 (less taxes) will be paid to the County employee who made the referral on the next pay period following eligibility.

Section 4 – Other Requirements:

A. The Sheriff, managers, supervisors or employees directly or indirectly involved in the hiring decision are not eligible for an Employee Referral Reward.

B. Referring employee must be an active Chippewa County employee at the time the Referral Reward is paid.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

C. Existing employees cannot be referred or qualify an employee for an Employee Referral Reward.

D. The applicant shall not have applied previously for any County position within the last 12 months.

E. Applicant shall not have been a previous employee, intern or independent contractor of Chippewa County in the previous 24 months.

F. A Referral Reward shall not be paid to an employee for referring applicants accepting LTE or Reserve positions that are scheduled and/or work less than 975 hours per year/season or do not complete the entire season they were hired for.

G. The Department or Division receiving the new employee will be charged the Employee Referral Reward. A Referral Reward shall not result in the Department going over budget. It is recommended to adjust the start date accordingly if needed for budgetary reasons.

H. All individuals referred by employees will receive the same employment consideration as applicants from other sources.

I. All information regarding the hiring decision will remain strictly confidential. The referring employee will be notified by the Human Resources Division once eligibility for the reward has been determined.

J. Chippewa County reserves the right to deny Referral Reward payments to any employee who improperly makes promises or assurances of employment to prospective or actual applicants, or otherwise engages in improper or inappropriate conduct related to this article.

ARTICLE 20 - JURY DUTY

All full-time employees called for jury duty shall, upon presentation of proper evidence, receive their regular hourly wage provided that such jury duty was performed during regular and scheduled hours of work. In order to be eligible for jury duty pay, employees must deliver to the County any amounts paid to them by the Court, less mileage payment. The County may withhold jury duty compensation until the employee remits to the County the payment received for jury duty from the Court.

ARTICLE 21 - RETIREMENT

All eligible employees shall be covered by the Wisconsin Retirement Plan in accordance with Wisconsin Statutes. The classifications of Investigator and Patrol Officer, shall be "protective" status participants in the plan.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

The County shall contribute to the Wisconsin Retirement Fund in accordance with Wisconsin State Statutes. All employees shall be responsible to pay for one-half of the actuarially required contributions for general municipal employees.

ARTICLE 22 - INSURANCE

Section 1 - Health Insurance: Upon termination of employment with Chippewa County, health insurance coverage will continue until the end of the month at no additional premium cost to the employee.

The employer agrees to the following premium contributions to be distributed as follows, provided that the employee contribution shall not be less than the general municipal employee contribution:

	2023	2024	2025
Employee Contribution	10.00%	6.00%	4.00%
Employer Contribution	90.00%	94.00%	96.00%

Section 2 - Life Insurance: All employees eligible for coverage under the Wisconsin Life Insurance Plan shall be allowed coverage under the same. The County shall contribute such percent as established by the Wisconsin Group Life Insurance Board.

Section 3 - Disability Insurance: All employees are automatically enrolled into long term disability. 100% of the premium for long term disability insurance shall be paid by Chippewa County. The design and selection, including all level of benefits provided to the County sponsored long term disability plan and insurance carrier is determined solely by the County.

ARTICLE 23 - MEETINGS AND SCHOOLS

Existing departmental policy relative to continued payment to employees while attending meetings and schools shall be continued. Employees may not drink alcohol while attending meetings and going to school at County expense unless the consumption of alcoholic beverages is a requirement for attendance at said school (i.e., intoxilizer training). When out of town, the employee may drink alcohol on completion of a day's schooling or meeting, however the alcohol expense is not reimbursable by the County.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

ARTICLE 24 - CLOTHING ALLOWANCE

Section 1 - Clothing: The County shall furnish the initial uniform to all employees and shall replace any worn or torn clothing as is needed.

Section 2 - Civilian Clothing Replacement: The County will pay for damage incurred in the line of duty to civilian clothing, upon the employee's producing adequate proof of damage, obtaining prior approval from the Sheriff or designee, filing a claim, and producing a dated receipt for the specified replacement clothing.

Section 3 - Clothing Allowance: Investigators and Drug Officer shall receive a clothing allowance of twenty-five ($25.00) per month.

ARTICLE 25 - WORKER'S COMPENSATION

Section 1 – Coverage: Employees shall be covered by Worker's Compensation protection insuring them, pursuant to state law, against injuries incurred while on the job.

Section 2 – Coordination of Benefits: In the event an employee is receiving benefits under the Worker's Compensation Act for Injuries sustained while on the job, the County shall continue to provide all employee benefits.

A. PTO Accrual: The equivalent of four (4) full pay periods under Worker's Compensation shall be considered time worked for purposes of PTO accrual, and the employee shall earn full accrual of PTO benefits during said period. Following the equivalent of four (4) full pay periods, however, the employee's PTO benefits shall be pro-rated for all unpaid time and time not worked.

B. Insurance: Insurance, if offered by the County and elected by the employee at the time of the injury, shall be furnished by the Employer while an employee is on Worker's Compensation. The employee shall be responsible to continue to pay his/her portion of all insurance premiums. The employee shall use PTO or compensatory time to pay the employee share of insurance premiums if such paid time is available.

C. Duty Disability: The liability for payment by the County under this Section shall cease if said employee becomes eligible for and receives a duty-related disability pursuant to Wisconsin statutes.

Seniority shall continue to accrue during the terms of temporary total disability compensation.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

ARTICLE 26 - SAVINGS CLAUSE

Should any provision of this Agreement be found to be in violation of any federal or state law by a court/tribunal of competent jurisdiction, all other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement. In such a case, the parties shall enter into collective bargaining for a suitable replacement, if appropriate.

ARTICLE 27 - DURATION

No verbal statement shall supersede any provisions of this Agreement. Any amendments or agreements supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

This Agreement shall be effective as of January 1, 2023, and shall remain in full force and effect through December 31, 2025.

Negotiations for any changes in this Agreement shall be consistent with the following schedule:

A. Written notice may be given by either party of an intent to bargain at least one-hundred twenty (120) days prior to the last effective day of this contract.

B. Any such negotiations shall commence as soon after August 1 as is possible; provided however, that the initial session, intended for exchange of proposals, shall be held not later than thirty (30) days after the notice required in "A" above. However, this time limitation may be waived, in writing, by mutual consent of the parties in agreement.

Nothing herein shall prevent the parties from altering or amending at any time any part hereof by mutual agreement.

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

SIGNATURE PAGE

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By:_____

Randy Scholz, County Administrator

_____

Date

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____

Jeryl Vonderheid

_____

Date

By: _____

Mark Hollister

By: _____

Trevor Plehal

By: _____

Chris Kowalczyk

Attachment: WPPA 2023-2025 Agreement - CLEAN 10.28.22 (61 - 22 : Resolution to Approve Collective Bargaining Agreement with the WPPA -

LETTER OF UNDERSTANDING

Between

CHIPPEWA COUNTY
And
WISCONSIN PROFESSIONAL POLICE ASSOCIATION

The Wisconsin Professional Police Association, on behalf of its' affiliate, Local No. 239, Chippewa County Deputy Sheriff s Association hereby enters into an agreement with Chippewa County Sheriff s Department regarding the **Courthouse Security Officer** assignment in the Patrol Division.

1. Chippewa County shall put up a posting for all interested, non-probationary status Patrol Officers.

2. The Sheriff shall select a candidate for the assignment from the posting of qualified Patrol Officers. The selection by the Sheriff shall not be subject to the grievance procedure, Article 4, of the labor agreement currently in force and effect.

3. The employee selected for the assignment shall serve a minimum of one (1) calendar year. A yearly review by the supervisor shall be required. The assignment shall not be considered permanent. The employee assigned may opt out of the assignment at the time of any shift pick during the year following completion of the first year. At that time the assignment will be re-posted. The Sheriff may remove the employee from the assignment for just cause.

4. The Courthouse Security Officer shall work a monthly schedule approved by the division head or designee. The regular workday shall be eight (8) consecutive hours, with the start times varying from 0700-1900 hours. However, the Association recognizes that special circumstances may require the adjustment of the Courthouse Security Officer duties/schedule. This adjustment of schedule or duties shall not create overtime or compensatory time; unless the total number of hours worked in the pay period exceed the contractual parameters specified in Article 13 of the labor agreement.

5. On those occasions where there are duties needed in the Patrol Division, the assignment shall perform Patrol duties as assigned by the division head or designee.

6. The bargaining unit Patrol Officer employee who is selected for this assignment shall continue to accrue seniority in the Patrol classification and shall receive all pay and remuneration in step with classification.

This agreement shall be non-precedent setting and shall sunset on December 31, 2025 unless mutually agreed upon by both parties to extend the agreement.

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By: _____
Randy Scholz, County Administrator

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____
Jeryl Vonderheid

By: _____
Mark Hollister

By: _____
Trevor Plehal

By: _____
Chris Kowalczyk

Attachment: LETTER OF UNDERSTANDING - WPPA - Court Security Officer 2023 - 2025 Final (61 - 22 : Resolution to Approve Collective

LETTER OF UNDERSTANDING

Between

CHIPPEWA COUNTY
And
WISCONSIN PROFESSIONAL POLICE ASSOCIATION

The Wisconsin Professional Police Association, on behalf of its' affiliate, Local No. 239, Chippewa County Deputy Sheriff s Association hereby enters into an agreement with Chippewa County Sheriff s Department regarding the **Drug Officer** in the Patrol Division.

1. Chippewa County shall put up a posting for all interested, non-probationary status Patrol Officers.

2. The Sheriff shall select a candidate for the assignment from the posting of qualified Patrol Officers. The selection by the Sheriff shall not be subject to the grievance procedure, Article 4, of the labor agreement currently in force and effect.

3. The employee selected for the assignment shall serve a minimum of three (3) calendar years, with a yearly review by the supervisor. This assignment may extend beyond the time frame pending special situations. The assignment shall not be considered permanent. The employee assigned may opt out of the assignment at the time of any shift pick during the year. At that time, the assignment will be re- posted. The Sheriff may remove the employee from the assignment for just cause.

4. The Drug Officer shall perform work on a regular rotation of five (5) days of work followed by two (2) days of rest, with the cycle repeating. The normal days of rest shall be Saturday and Sunday. The regular workday shall be eight (8) consecutive hours, with the start times varying from 0700-1900 hours. However, the Association recognizes that special circumstances may require the adjustment of the Drug Officer duties, at which time the Drug Officer shall take his/her days off during the regular workweek. This adjustment of schedule shall not create overtime or compensatory time; unless the total number of hours worked in the pay period exceed the contractual parameters specified in Article 13 of the labor agreement.

5. On those occasions where there are duties needed in the Patrol Division, the assignment shall perform Patrol duties as assigned by the division head or designee.

6. The bargaining unit Patrol Officer employee who is selected for this assignment shall continue to accrue seniority in the Patrol classification and shall receive all pay and remuneration in step with Investigator classification.

This agreement shall be non-precedent setting and shall sunset on December 31, 2025 unless mutually agreed upon by both parties to extend the agreement.

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By: _____
Randy Scholz, County Administrator

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____
Jeryl Vonderheid

By: _____
Mark Hollister

By: _____
Trevor Plehal

By: _____
Chris Kowalczyk

Attachment: LETTER OF UNDERSTANDING - WPPA - Drug Officer 2023 - 2025 Final (61 - 22 : Resolution to Approve Collective Bargaining

LETTER OF UNDERSTANDING

Between

CHIPPEWA COUNTY
and
WISCONSIN PROFESSIONAL POLICE ASSOCIATION

The Wisconsin Professional Police Association (the "Association"), on behalf of its' affiliate, Local No. 239, Chippewa Deputy Sheriffs' Association hereby enters into the following agreement with Chippewa County (the "County") regarding the **K-9 Deputy** assignment in the Patrol Division of the Chippewa County Sheriff's Department (the "Department"):

1. The Sheriff or designee shall select a candidate for the assignment from a posting of qualified Patrol Officers. Eligible employees to be considered for the position shall be in good standing with the Department and have one full year of service with the Department. The selection by the Sheriff or designee shall not be subject to the grievance procedure, Article 4, of the labor agreement current in force and affect.

2. The employee selected for the assignment shall serve as the K-9 Deputy for the life of the K-9. The assignment shall not be considered permanent. The Sheriff may remove the employee from the assignment for just cause.

3. The K9 Deputy shall be paid thirty (30) minutes each day, seven days per week, at one and one-half (1-1/2) times the prevailing rate for the care and maintenance of the canine.

4. The K-9 Deputy shall work a monthly schedule approved by the Sheriff or designee. The regular work schedule shall follow the 12 hour work schedule, 3:00 p.m. to 3:00 a.m. shift. However, the Association recognizes that special circumstances may require the adjustment of the K-9 Deputy's duties/schedule. This adjustment of the schedule or duties shall not create overtime or compensatory time, unless the total number of hours worked in the pay period exceed the parameters specified in Article 13 of the labor agreement.

5. Buy back option: When the dog's service life as a police canine has been exhausted, the employee assigned as the dog's handler at the time shall be given first choice in purchasing the dog from the County for $1.00.

6. The employee assigned shall complete a K-9 handler training program as determined at the discretion of the Sheriff prior to performance of K-9 Deputy duties.

7. The employee assigned shall continue to accrue seniority in the Patrol classification and shall receive all pay and remuneration in step with classification.

This agreement shall be non-precedent setting and shall sunset on December 31, 2025 unless mutually agreed upon by both parties to extend the agreement.

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By: _____
Randy Scholz, County Administrator

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____
Jeryl Vonderheid

By: _____
Mark Hollister

By: _____
Trevor Plehal

By: _____
Chris Kowalczyk

Attachment: LETTER OF UNDERSTANDING - WPPA - K-9 agreement 2023 - 2025 Final (61 - 22 : Resolution to Approve Collective Bargaining

LETTER OF UNDERSTANDING

Between

CHIPPEWA COUNTY
And
WISCONSIN PROFESSIONAL POLICE ASSOCIATION

The Wisconsin Professional Police Association, on behalf of its' affiliate, Local No. 239, Chippewa County Deputy Sheriff s Association hereby enters into an agreement with Chippewa County Sheriff s Department regarding the **Recreational Officer** in the Patrol Division.

1. Chippewa County shall put up a posting for all interested, non-probationary status Patrol Officers.

2. The Sheriff shall select a candidate for the assignment from the posting of qualified Patrol Officers. The selection by the Sheriff shall not be subject to the grievance procedure, Article 4, of the labor agreement currently in force and effect.

3. The employee selected for the assignment shall serve a minimum of one (1) calendar year. The assignment shall not be considered permanent. The employee assigned may opt out of the assignment at the time of any shift pick during the year. At that time the assignment will be re-posted. The Sheriff may remove the employee from the assignment for just cause.

4. The Recreational Officer shall work a monthly schedule approved by the division head or designee. The regular workday shall be up to twelve (12) consecutive hours, with the start times varying from 0700-1900 hours. However, the Association recognizes that special circumstances may require the adjustment of the Recreational Officer duties/schedule. This adjustment of schedule or duties shall not create overtime or compensatory time, unless the total number of hours worked in the pay period exceed the contractual parameters for 12 hours shifts which is 84 hours in the two week pay period.

5. On those occasions where there are duties needed in the Patrol Division, the assignment shall perform Patrol duties as assigned by the division head or designee.

6. The bargaining unit Patrol Officer employee who is selected for this assignment shall continue to accrue seniority in the Patrol classification and shall receive all pay and remuneration in step with classification.

This agreement shall be non-precedent setting and shall sunset on December 31, 2025 unless mutually agreed upon by both parties to extend the agreement.

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By: _____
Randy Scholz, County Administrator

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____
Jeryl Vonderheid

By: _____
Mark Hollister

By: _____
Trevor Plehal

By: _____
Chris Kowalczyk

Attachment: LETTER OF UNDERSTANDING - WPPA - Recreational Officer 2020 - 2022 Final (61 - 22 : Resolution to Approve Collective

EXHIBIT 1

Appendix
Wage Schedule

2023 Wage Schedule - Effective January 1, 2023

		1- Hire	2	3	4
Investigator	3.25%	$ 29.40	$ 30.75	$ 32.12	$ 33.46
Patrol Officer	3.25%	$ 27.05	$ 28.38	$ 29.74	$ 31.05

2024 Wage Schedule - Effective January 1, 2024

		1- Hire	2	3	4
Investigator	3.00%	$ 30.28	$ 31.67	$ 33.08	$ 34.46
Patrol Officer	3.00%	$ 27.86	$ 29.23	$ 30.63	$ 31.98

2025 Wage Schedule - Effective January 1, 2025

		1- Hire	2	3	4
Investigator	3.00%	$ 31.19	$ 32.62	$ 34.07	$ 35.49
Patrol Officer	3.00%	$ 28.70	$ 30.11	$ 31.55	$ 32.94

FTO Rate - $0.57/ hour

Attachment: Final Proposal WPPA - Exhibit 1 - Appendix 4 Step Wage Grid - 2023 - 2025 FINAL 10.26.22 (61 - 22 : Resolution to Approve

STATEMENT OF EXPLANATION

Resolution No. 62 - 22

RESOLUTION TO AUTHORIZE USE OF AMERICAN RESCUE PLAN ACT FUNDS TO PAY WISCONSIN PROFESSIONAL POLICE ASSOCIATION BARGAINING UNIT EMPLOYEE LONGEVITY REWARDS - RANDY SCHOLZ

Passage of this resolution authorizes the County to use American Rescue Plan Act (ARPA) funds to make one-time longevity reward payments in the amount of $200 to each eligible WPPA bargaining unit employees under the same terms and conditions as approved by the County Board pursuant to Resolution 50-22 for general municipal employees.

The estimated cost to provide the one-time longevity reward payments to eligible WPPA bargaining unit employees is $9,176, and the Finance Director and the County Administrator both believe that the interest being generated from the ARPA funds that the County has received will pay for most, if not all, of this initiative.

The one-time longevity reward payments as set forth above would be paid to eligible WPPA bargaining unit employees as part of their December 30, 2022 paycheck. Approval of this resolution also amends the ARPA Plan to reflect the use of ARPA funds for these longevity rewards.

Resolution No. 62 - 22

RESOLUTION TO AUTHORIZE USE OF AMERICAN RESCUE PLAN ACT FUNDS TO PAY WISCONSIN PROFESSIONAL POLICE ASSOCIATION BARGAINING UNIT EMPLOYEE LONGEVITY REWARDS - RANDY SCHOLZ

WHEREAS, on September 13, 2022, the County Board approved a revision to the Human Resources Manual and created Policy No. 20, the Longevity Bonus policy, which provides for longevity bonuses to part-time and full-time general municipal employees upon reaching anniversaries in 5-year increments; and

WHEREAS, on October 11, 2022, the County Board approved Resolution No. 50-22, which authorizes the County to use ARPA funds to make one-time longevity reward payments to each eligible part-time and full-time general municipal employee who has worked for Chippewa County for at least 5 years as of May 1, 2023; and

WHEREAS, Resolution No. 50-22 authorized paying each eligible employee $200 for each 5-year anniversary that was missed due to the date that Policy No. 20 becomes effective; and

WHEREAS, as part of the tentative settlement of the proposed 2023-2025 successor collective bargaining agreement between the County and the Wisconsin Professional Police Association (WPPA), the County has agreed to extend longevity bonuses to eligible WPPA bargaining unit employee bonuses under the same terms and conditions as provided for general municipal employees under Policy No. 20; and

WHEREAS, the County Administrator proposes that the County use ARPA funds to extend one-time longevity reward payments under the same terms and conditions as approved by the County Board pursuant to Resolution 50-22 in the amount of $200 to each eligible WPPA bargaining unit employee for each of an eligible bargaining unit employee's 5-year anniversaries missed due to the date that Policy No. 20 becomes effective; and

WHEREAS, the estimated cost to provide the one-time longevity reward payments to eligible WPPA bargaining unit employees is $9,176, and the Finance Director and the County Administrator both believe that the interest being generated from the ARPA funds that the County has received will pay for most, if not all, of this initiative; and

WHEREAS, the one-time longevity reward payments as set forth above would be paid to eligible WPPA bargaining unit employees as part of their December 30, 2022 paycheck;

NOW, THEREFORE BE IT RESOLVED, that the County Administrator is hereby authorized to use the County's ARPA funds to pay one-time longevity rewards in the amount of $200 to eligible WPPA bargaining unit employees under the same terms and conditions as approved by the County Board pursuant to Resolution 50-22 in the amount of $200 for each of the eligible

WPPA bargaining unit employee's 5-year anniversaries missed due to the date that Policy No. 20 becomes effective; and

BE IT FURTHER RESOLVED, that the County Administrator is authorized to enter into and sign any necessary documents between the County and WPPA to memorialize and effectuate the one-time longevity rewards payments to eligible WPPA bargaining unit employees as set forth above; and

BE IT FURTHER RESOLVED, that the American Rescue Plan Act Plan is hereby amended to include the use of ARPA funds for this one-time longevity reward to eligible WPPA bargaining unit employees.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Estimated Fiscal Impact is $9,176 from ARPA funding.

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Annette Hunt, District 18
SECONDER:	Ronald McGill, District 16
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:

12/06/22 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls, Corporation Counsel 11/4/2022

Lori Zwiefelhofer, Finance Director 11/4/2022

Randy B. Scholz, County Administrator 11/4/2022

Attachment: ARPA Project Plan 2021-2026 Changes for WPPA 11-03-2022 (62 - 22 : Resolution to

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

Proposed Amendments 12/13/2022

2021 - 2026 ARPA Project Plan

Approved by County Board 07-12-2022

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

Revised: 11/03/2022

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	Bloomer Telephone Company	Broadband Expansion - Town of Tilden & Eagle Point Phase 2 - Towns of Hallie/Seymour and Lafayette 7/7/22 - Grant request not accepted by PSC - may need to rescind Res	$9,786,634	2/24/22 CB	$328,818	$1,597,500	$94,000	$7,116,316	$0	Improve infrastructure
2022 Res 07-22	Ntera LLC	Broadband Expansion - Town of Anson, Arthur, Cleveland, Eagle Point, Estella, Goetz, Ruby 7/7/22 - Grant request not accepted by PSC - may need to rescind Res	$2,196,803	2/24/22 CB	$171,182	$442,861	$45,000	$1,537,760	$0	Improve infrastructure
2021 TOTAL			**$23,247,316**		**$2,209,956**	**$4,997,121**	**$948,549**	**$14,441,690**	**$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	Facilities & Parks	New Bathroom / Showers (1) - Otter Lake Park	$325,000	1/26/2022	$325,000	$0	$0	$0	$0	Revenue Loss
2022 - 2024 Res 32-22	Facilities & Parks	New Bathroom / New Well (1) - Pine Point Park	$150,000	1/26/2022	$150,000	$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	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 Res 50-22	DOA - County Administrator	Employee Longevity Bonuses	$110,000	10/4/2022	$110,000	$0	$0	$0	$0	Revenue Loss
2022	DOA - County Administrator	WPPA Employee Longevity Bonuses - **NEW**	$9,176	12/6/2022	$9,176	$0	$0	$0	$0	Revenue Loss
2022 - 2024	ARPA Funds Remaining - Contingency / Sikich Contracted Services		$154,927		$154,927	$0	$0	$0	$0	
2022-2026 TOTAL			**$10,349,103**		**$10,349,103**	**$0**	**$0**	**$0**	**$0**	
2021-2026 Grand Total for All Projects			**$33,596,419**		**$12,559,059**	**$4,997,121**	**$948,549**	**$14,441,690**	**$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.

Attachment: ARPA Project Plan 2021-2026 Changes for WPPA 11-03-2022 (62 - 22 : Resolution to

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

Project Description and Justification

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

Submitted by Randy Scholz Date: 12/6/2022

Attachment: ARPA Project Plan 2021-2026 Changes for WPPA 11-03-2022 (62 - 22 : Resolution to

LETTER OF UNDERSTANDING

Between

CHIPPEWA COUNTY
and
WISCONSIN PROFESSIONAL POLICE ASSOCIATION

The Wisconsin Professional Police Association (the "WPPA"), on behalf of its' affiliate, Local No. 239, Chippewa Deputy Sheriffs' Association hereby enters into the following agreement with Chippewa County (the "County") to make a one-time longevity reward payment to eligible WPPA bargaining unit employees under the same terms and conditions as approved by the County Board for eligible general municipal employees pursuant to Resolution 50-22.

1. Chippewa County will use American Rescue Plan Act (ARPA) funds to pay for the one-time longevity reward payments.

2. Eligible employees are defined in Chapter 3, Section 20. Longevity Bonus of the Chippewa County Human Resources Policy Manual.

3. Each eligible employee shall be paid $200 for each 5-year anniversary that occurred prior to the effective date of May 1, 2022 for 5-year anniversary longevity bonus payments under Chapter 3, Section 20. Longevity Bonus of the Chippewa County Human Resources Policy Manual. Two examples to demonstrate how the payments are determined is as follows:

   a. If an employee has worked for Chippewa County for 21 years prior to May 1, 2022, that employee will receive $800 ($200 X 4 missed milestone bonuses)
   b. If an employee has worked for Chippewa County for 11 years prior to May 1, 2022, that employee will receive $400 ($200 X 2 missed milestone bonuses)

4. One-time longevity reward payments shall be paid to eligible WPPA bargaining unit employees pursuant to this Agreement on their December 30, 2022 paycheck.

This side letter agreement shall be non-precedent setting and shall sunset on the date that the reward payments have been made to all eligible WPPA bargaining unit employees.

Dated this _____ day of _____, 2022

CHIPPEWA COUNTY

By: _____
Randy Scholz, County Administrator

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

By: _____
Jeryl Vonderheid

By: _____
Mark Hollister

By: _____
Trevor Plehal

By: _____
Chris Kowalczyk

Attachment: LETTER OF UNDERSTANDING - WPPA - Longevity Reward Payment 2022 Final 11-14-2022 (62 - 22 : Resolution to Authorize Use

STATEMENT OF EXPLANATION

Resolution No. 63 - 22

RESOLUTION TO AUTHORIZE THE SALE OF TWO SMALL PARCELS OF PROPERTY AND TO GRANT TWO TEMPORARY LIMITED EASEMENTS TO THE CITY OF CHIPPEWA FALLS FOR THE MILL AND OVERLAY OF STATE HIGHWAY 124 AND IMPROVEMENT OF THE CURB RAMPS - RANDY SCHOLZ

According to the Wisconsin Department of Transportation, the pavement on State Highway 124 has reached the end of its useful life and needs to be improved to extend the service life and various curb ramps within the urban segment are substandard. Passage of this resolution will authorize the sale of 2 small parcels of property to the City of Chippewa Falls to effectuate improvements to State Highway 124 near the Courthouse Campus. This resolution also authorizes the granting of Temporary Limited Easements to the City of Chippewa Falls to be used during the construction process. The Temporary Limited Easements will cease once the construction on Highway 124 is complete.

The sale of the small parcels and granting of the Temporary Limited Easements is necessary to make the improvements to Highway 124 and to bring the curb ramps into compliance with ADA standards. The improvements to Highway 124 and curb ramps are scheduled to be conducted and completed during the 2024 road construction season.

Resolution No. 63 - 22

RESOLUTION TO AUTHORIZE THE SALE OF TWO SMALL PARCELS OF PROPERTY AND TO GRANT TWO TEMPORARY LIMITED EASEMENTS TO THE CITY OF CHIPPEWA FALLS FOR THE MILL AND OVERLAY OF STATE HIGHWAY 124 AND IMPROVEMENT OF THE CURB RAMPS - RANDY SCHOLZ

WHEREAS, the pavement on State Highway 124 has reached the end of its useful life and needs to be improved to extend the service life and various curb ramps within the urban segment of the highway are substandard; and

WHEREAS, Chippewa County was contacted in July 2022 by Right of Way Professionals regarding the planned mill and overlay work to be done on State Highway 124 near the Courthouse campus; and

WHEREAS, the letters from Right of Way Professionals are attached hereto and explain what is being requested from Chippewa County; and

WHEREAS, the State of Wisconsin contracted with Right of Way Professionals to effectuate necessary real estate transactions on behalf of the City of Chippewa Falls for the acquisition of 2 small parcels of property owned by Chippewa County to include as part of the Highway 124 right of way; and

WHEREAS, these 2 small parcels of property are needed in part to improve curb ramps to meet current Americans with Disabilities Act (ADA) compliance standards; and

WHEREAS, the parcels to be purchased by the City of Chippewa Falls are identified as Parcel 37 and Parcel 38 and are shown in the attached photos; and

WHEREAS, Parcel 37 is 3 square feet and is more particularly described as follows:

Parcel 37 of Transportation Project Plat 8610-02-24-4.06, recorded as Document 930371, in Chippewa County, Wisconsin.

Property interests and rights of said Parcel 37 consist of:
Fee Simple
Temporary Limited Easement; and

WHEREAS, Parcel 38 is 11 square feet and is more particularly described as follows:

Parcel 38 of Transportation Project 8610-02-24-4.06, recorded as Document 930371, in Chippewa County, Wisconsin.

Property interests and rights of said Parcel 38 consist of:
Fee Simple
Temporary Limited Easement; and

WHEREAS, the proposed Warranty Deeds for the sale of Parcels 37 and 38 are attached for reference; and

WHEREAS, Right of Way Professionals is also requesting that Chippewa County grant Temporary Limited Easements around Parcels 37 and 38 to provide working areas to be used during the Highway 124 improvements; and

WHEREAS, the Temporary Limited Easement for Parcel 37 is approximately 36 square feet, is also depicted in the attached photo showing Parcel 37, and is noted in the above legal description for Parcel 37; and

WHEREAS, the Temporary Limited Easement for Parcel 38 is approximately 109 square feet, is also depicted in the attached photo showing Parcel 38, and is noted in the above legal description for Parcel 38; and

WHEREAS, it is anticipated that the improvements to Highway 124 will commence during the 2024 road construction season and once the construction is completed, the Temporary Limited Easements will end; and

WHEREAS, the County Administrator has reviewed these requests and recommends that the County Board approve the sale of Parcels 37 and 38 and grant the Temporary Limited Easements around Parcels 37 and 38;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors does hereby authorize the sale of Parcel 37 to the City of Chippewa Falls, as more particularly described in the attached Warranty Deed, for the purposes of improving State Highway 124 and to improve the curb ramps to meet ADA compliance standards; and

BE IT FURTHER RESOLVED, that the Chippewa County Board of Supervisors does hereby authorize the sale of Parcel 38 to the City of Chippewa Falls, as more particularly described in the attached Warranty Deed, for the purposes of improving State Highway 124 and to improve the curb ramps to meet the ADA compliance standards; and

BE IT FURTHER RESOLVED, that the Chippewa County Board of Supervisors authorizes the requested Temporary Limited Easements to the City of Chippewa Falls, around Parcels 37 and 38, to effectuate construction needs to complete the improvements to Highway 124 and curb ramps; and

BE IT FURTHER RESOLVED, that the Chippewa County Administrator is hereby authorized to sign all necessary documents to effectuate the sales of Parcels 37 and 38 and to

effectuate the Temporary Limited Easements.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

The County will receive a total of $650 for the sale of Parcels 37 and 38 to the City of Chippewa Falls.

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Glen Sikorski, District 6
SECONDER:	James Flater, District 1
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:

12/06/22 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls, Corporation Counsel 11/21/2022

Lori Zwiefelhofer, Finance Director 11/21/2022

Randy B. Scholz, County Administrator 11/21/2022

RIGHT OF WAY PROFESSIONALS, INC.

PROJECT MANAGEMENT, ACQUISITION, RELOCATION & PROPERTY MANAGEMENT

July 29, 2022

Via Certified Mail
9489 0090 0027 6345 3928 06

Chippewa County
711 N. Bridge Street
Chippewa Falls, WI 54729

Re: Project ID: 8610-02-24
STH 124, C. Chippewa Falls, Bridge Street
Chippewa County
Parcel 37 (Parking Lot - Bridge Street)

Right of Way Professionals, Inc., has been retained by the State of Wisconsin Department of Transportation (WisDOT) to provide real estate acquisition services on behalf of the City of Chippewa Falls (City) for the above referenced project. In compliance with Wisconsin Statutes and Federal Regulations, this letter is provided to initiate negotiations for the acquisition of your property and/or property interests needed for this project. The acquisition involves the following:

- **3 square feet of new highway right-of-way and 0 square feet of existing highway right-of-way.**

- **36 square feet of Temporary Limited Easement (TLE). A TLE means that you still own the property, but the City has the right to use the property for construction purposes. No permanent improvements would be placed on the property. The TLE terminates at the time construction of the project is complete.**

We have enclosed the following documents:

- The Rights of Landowners Under Wisconsin Eminent Domain Law
- Transportation Project Plat
- Names of neighboring landowners affected by the project
- Legal description of the land and/or interest(s) needed for the project
- Waiver of Appraisal Form
- Warranty Deed
- Statement to Construction Engineer Form
- Request of Taxpayer ID Number (W-9 Form)
    - In order for the City to process payment, they require the W9 form to be completed.

When the City determines an acquisition to be of a nominal value, we are allowed to acquire the property and/or interests without doing an appraisal if the property owner agrees. We believe your parcel fits this situation, and we wish to extend to you an offer of **$250.00** for this parcel.

In lieu of an appraisal a market study of recent sales in the area has been made to determine property values comparable to your property. Those values, and associated interests to be acquired, are noted on the enclosed Waiver of Appraisal Form.

If you agree with the enclosed Waiver of Appraisal Form and wish to enter into an agreement

Attachment: Letter from RIght of Way Professionals on Parcel 37 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement

with the City, please sign the documents noted below and return them in a timely manner in the enclosed postage paid envelope. Upon receipt, I will begin processing payment to you.

1. Waiver of Appraisal Form: This form needs to be signed and dated by all owners. This verifies that you have waived the right to an appraisal and agree to accept settlement in the amount stated on the form.

2. Warranty Deed: Each person whose name is on the Warranty Deed must sign, and each signature must be notarized. This means the Warranty Deed must be signed in the presence of a notary public (available at a bank or the courthouse).

3. Statement to Construction Engineer Form: If there are items you would like the construction engineer to be made aware of, please note them on the form under "Owner Concerns" and sign and date the form. If you have no concerns, write "None" on the form, and sign and date the form. This form will be reviewed and approved by the City.

4. Request of Taxpayer Identification Number (W-9 Form): The City of Chippewa Falls will not process payment until they have a W9 form signed and completed by you. This is the City's standard procedure before they can issue a check.

Real estate taxes for the current year shall be pro-rated as of the date of acquisition, based on the latest tax assessment in accordance with Chapter 74.62, Wis. Statutes.

Your rights as a landowner are fully explained in the enclosed brochure entitled "Rights of Landowners Under Wisconsin Eminent Domain Law." This brochure is intended to guide you during the acquisition process.

The City wants you to be satisfied that your property and your rights have been fully considered. The City will be pleased to provide any additional information as requested, if available, or further discuss any concerns you may have.

I am available to meet with you or your representative by appointment to answer any questions you may have concerning the project or acquisition process. You can also call me at 715-830-0544 or email at lydia@rowpros.org.

Respectfully,
Right of Way Professionals, Inc.



Lydia J. Janni
As Agent for the City of Chippewa Falls

Enclosures

Attachment: Letter from RIght of Way Professionals on Parcel 37 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement



Attachment: Photo of Parcel 37 Hwy 124 (63 - 22 : Resolution to Authorize Sale of Land and Grant

WARRANTY DEED

Exempt from fee [s. 77.25(2r) Wis. Stats.]
RE1560 05/2020

THIS DEED, made by **Chippewa County, Wisconsin**, GRANTOR, conveys and warrants the property described below to the **City of Chippewa Falls**, GRANTEE, for the sum of **Two Hundred Fifty and 00/100 Dollars ($250.00).**

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s. 32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property:
None

This is not homestead property.

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to
City of Chippewa Falls c/o
Right of Way Professionals, Inc.
Attn: Lydia Janni
1030 Oak Ridge Drive, Suite E
Eau Claire, WI 54701

Parcel Identification Number/Tax Key Number
22808-0613-60062011

Signature Date

Print Name & Title

Signature Date

Print Name & Title

Date

State of Wisconsin)
) ss.
_____ County)

On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: ____ Physically in my presence. **OR**

____ In my presence involving the use of communication technology.

Signature, Notary Public, State of Wisconsin

Print Name, Notary Public, State of Wisconsin

Date Commission Expires

QJ9417 95

Project ID
8610-02-24

This instrument was drafted by
Adam Literski of Right of Way Professionals, Inc.

Parcel No.

Attachment: Proposed Warranty Deed for Parcel 37 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement to Chippewa

LEGAL DESCRIPTION

Parcel 37 of Transportation Project Plat 8610-02-24-4.06, recorded as Document 930371, in Chippewa County, Wisconsin.

Property interests and rights of said Parcel 37 consist of:

Fee Simple
Temporary Limited Easement

Attachment: Proposed Warranty Deed for Parcel 37 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement to Chippewa

RIGHT OF WAY PROFESSIONALS, INC.

PROJECT MANAGEMENT, ACQUISITION, RELOCATION & PROPERTY MANAGEMENT

July 29, 2022

Via Certified Mail
9489 0090 0027 6345 3928 13

Chippewa County
711 N. Bridge Street
Chippewa Falls, WI 54729

Re: Project ID: 8610-02-24
STH 124, C. Chippewa Falls, Bridge Street
Chippewa County
Parcel 38 - Courthouse & Jail

Right of Way Professionals, Inc., has been retained by the State of Wisconsin Department of Transportation (WisDOT) to provide real estate acquisition services on behalf of the City of Chippewa Falls (City) for the above referenced project. In compliance with Wisconsin Statutes and Federal Regulations, this letter is provided to initiate negotiations for the acquisition of your property and/or property interests needed for this project. The acquisition involves the following:

- **11 square feet of new highway right-of-way and 0 square feet of existing highway right-of-way.**

- **109 square feet of Temporary Limited Easement (TLE). A TLE means that you still own the property, but the City has the right to use the property for construction purposes. No permanent improvements would be placed on the property. The TLE terminates at the time construction of the project is complete.**

We have enclosed the following documents:

- The Rights of Landowners Under Wisconsin Eminent Domain Law
- Transportation Project Plat
- Names of neighboring landowners affected by the project
- Legal description of the land and/or interest(s) needed for the project
- Waiver of Appraisal Form
- Warranty Deed
- Request of Taxpayer ID Number (W-9 Form)
    - In order for the City to process payment, they require the W9 form to be completed.

When the City determines an acquisition to be of a nominal value, we are allowed to acquire the property and/or interests without doing an appraisal if the property owner agrees. We believe your parcel fits this situation, and we wish to extend to you an offer of **$400.00** for this parcel.

In lieu of an appraisal a market study of recent sales in the area has been made to determine property values comparable to your property. Those values, and associated interests to be acquired, are noted on the enclosed Waiver of Appraisal Form.

Attachment: Letter from RIght of Way Professionals on Parcel 38 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement

If you agree with the enclosed Waiver of Appraisal Form and wish to enter into an agreement with the City, please sign the documents noted below and return them in a timely manner in the enclosed postage paid envelope. Upon receipt, I will begin processing payment to you.

1. Waiver of Appraisal Form: This form needs to be signed and dated by all owners. This verifies that you have waived the right to an appraisal and agree to accept settlement in the amount stated on the form.

2. Warranty Deed: Each person whose name is on the Warranty Deed must sign, and each signature must be notarized. This means the Warranty Deed must be signed in the presence of a notary public (available at a bank or the courthouse).

3. Statement to Construction Engineer Form: If there are items you would like the construction engineer to be made aware of, please note them on the form under "Owner Concerns" and sign and date the form. If you have no concerns, write "None" on the form, and sign and date the form. This form will be reviewed and approved by the City.

4. Request of Taxpayer Identification Number (W-9 Form): The City of Chippewa Falls will not process payment until they have a W9 form signed and completed by you. This is the City's standard procedure before they can issue a check.

Real estate taxes for the current year shall be pro-rated as of the date of acquisition, based on the latest tax assessment in accordance with Chapter 74.62, Wis. Statutes.

Your rights as a landowner are fully explained in the enclosed brochure entitled "Rights of Landowners Under Wisconsin Eminent Domain Law." This brochure is intended to guide you during the acquisition process.

The City wants you to be satisfied that your property and your rights have been fully considered. The City will be pleased to provide any additional information as requested, if available, or further discuss any concerns you may have.

I am available to meet with you or your representative by appointment to answer any questions you may have concerning the project or acquisition process. You can also call me at 715-830-0544 or email at lydia@rowpros.org.

Respectfully,
Right of Way Professionals, Inc.

Lydia J. Janni
As Agent for the City of Chippewa Falls

Enclosures

Attachment: Letter from Right of Way Professionals on Parcel 38 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement



Attachment: Photo of Parcel 38 Hwy 124 (63 - 22 : Resolution to Authorize Sale of Land and Grant

WARRANTY DEED

Exempt from fee [s. 77.25(2r) Wis. Stats.]
RE1560 05/2020

THIS DEED, made by **Chippewa County, a municipal corporation of Wisconsin**, GRANTOR, conveys and warrants the property described below to the **City of Chippewa Falls**, GRANTEE, for the sum of **Four Hundred and 00/100 Dollars ($400.00).**

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s. 32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property:
None

This is not homestead property.

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to
City of Chippewa Falls c/o
Right of Way Professionals, Inc.
Attn: Lydia Janni
1030 Oak Ridge Drive, Suite E
Eau Claire, WI 54701

Parcel Identification Number/Tax Key Number
22808-0613-60062100

Signature Date

BY:
Print Name & Title

Signature Date

BY:
Print Name & Title

Date

State of Wisconsin)
) ss.
_____ County)

On the above date, this instrument was acknowledged before me by the named person(s).

The signer was: ____ Physically in my presence. **OR**

____ In my presence involving the use of communication technology.

Signature, Notary Public, State of Wisconsin

Print Name, Notary Public, State of Wisconsin

Date Commission Expires

QJ941797

Project ID
8610-02-24

This instrument was drafted by
Adam Literski of Right of Way Professionals, Inc.

Parcel No.

Attachment: Proposed Warranty Deed for Parcel 38 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement to Chippewa

LEGAL DESCRIPTION

Parcel 38 of Transportation Project Plat 8610-02-24-4.06, recorded as Document 930371, in Chippewa County, Wisconsin.

Property interests and rights of said Parcel 38 consist of:

Fee Simple
Temporary Limited Easement

Attachment: Proposed Warranty Deed for Parcel 38 (63 - 22 : Resolution to Authorize Sale of Land and Grant Temporary Easement to Chippewa

STATEMENT OF EXPLANATION

Resolution No. 64 - 22

RESOLUTION TO CONSOLIDATE THE EMERGENCY MANAGEMENT DEPARTMENT INTO THE SHERIFF'S DEPARTMENT - RANDY SCHOLZ

The current Emergency Management Director submitted his resignation notice with his last day being January 9, 2023. Due to this upcoming department head vacancy, the County Administrator, as part of his responsibility to "…direct and coordinate all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in other elected officers," sec. 59.18(2), Wis. Stats., did a review of the organizational structure of emergency management in Chippewa County. After consultation with other counties to see where their Emergency Management Departments are located in their organizations, it was determined that other counties are split between having it as part of the Sheriff's Department or as an independent department. The counties surveyed all said that the decision should be based on what fits best for the organization.

The Chippewa County Emergency Management Department is a standalone department and has a good working relationship with the Sheriff's Department, especially with the Emergency Communications Center. The Emergency Management Department is located in the Sheriff's Department and works with the Sheriff's Department on a daily basis. Consolidating the Emergency Management Department into the Sheriff's Department and thereby changing the Emergency Management Director from a department head position to a management position would create a fiscal savings for the County. In addition, this new Emergency Management Director management position would report directly to the Chief Deputy, which would in turn provide for more direct supervision and direction than can currently be provided by the County Administrator. As a result of these fiscal and operational efficiencies, the County Administrator and the Chippewa County Sheriff recommend that the Emergency Management Department be consolidated into the Sheriff's Department.

The direct implications of this consolidation would be that the Emergency Management Director management position would no longer be a department head and would be moved from Grade T to Grade R in the wage and salary grid. The Emergency Management Department would become the Emergency Management Division of the Sheriff's Department.

Resolution No. 64 - 22

RESOLUTION TO CONSOLIDATE THE EMERGENCY MANAGEMENT DEPARTMENT INTO THE SHERIFF'S DEPARTMENT - RANDY SCHOLZ

WHEREAS, the current Emergency Management Director submitted his resignation notice with his last day being January 9, 2023; and

WHEREAS, pursuant to sec. 59.18(2), Wis. Stats., the duties and responsibilities of the County Administrator require that he "…direct and coordinate all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in other elected officers."; and

WHEREAS, due to the upcoming Emergency Management Director vacancy, the County Administrator did a review of the organizational structure of emergency management in Chippewa County; and

WHEREAS, after consultation with other counties to see where their Emergency Management Departments are located in their organizations, it was determined that other counties are split between having it as part of the Sheriff's Department or as an independent department and those counties surveyed all said that the decision should be based on what fits best for the organization; and

WHEREAS, the Chippewa County Emergency Management Department is currently a standalone department that has a good working relationship with the Sheriff's Department, especially with the Emergency Communications Center; and

WHEREAS, the Emergency Management Department is located in the Sheriff's Department and works with the Sheriff's Department on a daily basis; and

WHEREAS, consolidating the Emergency Management Department into the Sheriff's Department and thereby changing the Emergency Management Director from a department head position to a management position would create a fiscal savings for the County; and

WHEREAS, a new Emergency Management Director management position would report directly to the Chief Deputy, which would in turn provide for more direct supervision and direction than can currently be provided by the County Administrator; and

WHEREAS, sec. 2-220(b)(2)p., of the Chippewa County Code of Ordinances states that the County Administrator shall:

Evaluate departmental organization on a continual basis, initiate changes in interdepartmental organization, structure, duties, or responsibilities when warranted,

including authorizing the transfer of equipment or personnel between departments; assign space to county departments in county facilities, *recommend to the board the consolidation or combining of county offices, departments, or units.*; and

WHEREAS, as a result of the fiscal and operational efficiencies that would be gained by consolidation, the County Administrator and the Chippewa County Sheriff recommend that the Emergency Management Department be consolidated into the Sheriff's Department to become the Emergency Management Division of the Sheriff's Department; and

WHEREAS, the Emergency Management Director would no longer be a department head level position, but would be a management position and that position would be reclassified from Grade T to Grade R in the Wage and Salary grid; and

WHEREAS, the current job description and the proposed job description of the Emergency Management Director are attached for review; and

WHEREAS, the Legal and Law Enforcement Committee has reviewed and does support this proposed consolidation;

NOW, THEREFORE BE IT RESOLVED, that the County Board hereby authorizes the consolidation of the Emergency Management Department into the Sheriff's Department to become the Emergency Management Division of the Sheriff's Department; and

BE IT FURTHER RESOLVED, that Emergency Management Director shall become a management level position within the Sheriff's Department and shall continue to have all of the duties and responsibilities as set out in the Wisconsin Statutes, Wisconsin Code of Regulations, and the Chippewa County Code of Ordinances; and

BE IT FURTHER RESOLVED, that this consolidation may become effective upon passage of this resolution or as soon as the County Administrator and County Sheriff are able to complete all actions necessary to effectuate the consolidation.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

There is no fiscal impact by passage of this resoluition. There will be anticipated fiscal savings that will be used elsewhere in the Sheriff's Department.

12/13/2022	**County Board**
RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robert Teuteberg, District 14
SECONDER:	Roger Calkins, District 11
AYES:	Gullickson, Schmitt, Flater, Steele, Sikorski, Bergeron, Ericksen, Seidlitz, Peterson, Calkins, Bomar, Berg, Teuteberg, McGill, Rohmeyer, Hunt, Hull, Mueller, Ives
ABSENT:	David Bischel, David Eisenhuth

History:
12/06/22 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel 11/21/2022

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director 11/21/2022

Randy B. Scholz
Randy B. Scholz, County Administrator 11/21/2022

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Emergency Management Director

FLSA: Exempt **Salary Range: T**

Reports To: County Administrator

Department: Emergency Management **Date: May 2021**

JOB SUMMARY

The job duties of the Emergency Management Director include but are not limited to supervise Emergency Management Department staff in a manner that is effective and efficient and serves the needs of the customers; to plan, develop, implement and administer Emergency Management, Superfund Amendment Reauthorization Act (SARA), Emergency Planning and Community Right-to-Know Act (EPCRA) programs, and administer Emergency Communications programs for Chippewa County; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

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

Administrative Functions:

- Direct, administer and manage the operations and personnel of the Emergency Management Department.
- Develop Emergency Management disaster procedure and policies; update emergency plans; secure funding for emergency service agencies; assist emergency services in assessing needs; prepare quarterly and annual operational reports; coordinate county-wide training.
- Administer the county-wide emergency communications system (E-911) including house numbering/sign and grid system maintenance and telephone system coordination.
- Administer the county-wide public safety radio communications system; determine system configuration and frequency assignments; oversee tower equipment installation and maintenance; manage FCC licensing.
- Establish and maintain EPCRA hazardous materials plans and records; establish and maintain files; review facilities' compliance documentation; prepare and update "off-site" plans for qualifying facilities; administer annual Hazardous Materials Response Grant.
- Maintain knowledge of current Department program(s) requirements.
- Research grants and prepare applications.
- As County designated Threat Liaison Officer (TLO), receive and disseminate information to law enforcement agencies, hospitals and responders regarding use of dangerous materials and suspicious activities reported to the state fusion center.

Attachment: Emergency Management Director Current Job Description (64 - 22 : Resolution to Consolidate Emergency Management into the

- Assist local law enforcement when requested.
- Assume duties of Public Information Officer during disasters.
- Regularly attend County Traffic Safety Commission, Land Information Council, Legal and Law Enforcement Committee and Local Emergency Planning Committee meetings.

Supervisory Functions:

- Supervise the 911 Database/Public Safety GIS Manager; work cooperatively with the Land Records Division within the Planning & Zoning Department.
- Direct, supervise, assign, coordinate, monitor and evaluate department staff tasks and procedures.
- Interview and make hiring recommendations.
- Provide instructions and training.
- Recommend employee transfers, promotions, disciplinary action, discharge and salary increases.

Community Relations Functions:

- Work with public safety agencies regarding GPS location mapping.
- Consult with Federal, State and local government agencies regarding highway safety and emergency response needs.
- Maintain communication with County Supervisors, news media representatives and the general public regarding Department activities, services and programs; coordinate Department programs/services with other departments and agencies.
- Conduct educational meetings within County and State.
- Operate informational booth at Fair; provide informational brochures and pamphlets regarding Department activities to the public.
- Attend appropriate workshops, conferences and training regarding Department activities.

Customers:

- General public requesting information
- Emergency Services (Fire Depts., Ambulance Services, Police Depts., First Responders)
- Committee Members (County Traffic Safety Commission, 911 Policy and Procedures Workgroup, Local Emergency Planning Committee)
- County Board of Supervisors

Team Members:

- Emergency Management Department employees
- Chippewa County departments and the Department of Administration
- Wisconsin Emergency Management staff
- Non-government organizations (NGOs) and industry partners in emergency response
- Committee Chairs (Local Emergency Planning Committee [LEPC], 911 Policy and Procedures Workgroup and County Traffic Safety Commission)

Attachment: Emergency Management Director Current Job Description (64 - 22 : Resolution to Consolidate Emergency Management into the

QUALIFICATION REQUIREMENTS

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

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in Emergency Planning, Environmental Management, Public Administration, Public Safety or a related field required.
- Minimum of three (3) years' emergency management, public safety or related experience required.
- Supervisory experience preferred.
- Obtain State of Wisconsin's Emergency Management Certification within 1 year of hire as required in the Emergency Management Planning Grant (EMPG).
- A cell phone is required.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- Ability to instruct and train in methods and procedures.
- Ability to make final decision on hiring.
- Ability to prepare performance evaluations and make recommendations regarding unsatisfactory employees.
- Ability to assign work, add or delete; plan work, establish priorities.
- Ability to approve vacation/sick time.
- Ability to recommend pay decisions.
- Ability to maintain staff personnel records.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and advanced knowledge of Microsoft Office software.
- Ability to use GIS, SCADA systems, CAD, and Library systems.
- Responsible for all radio towers and radio equipment.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.
- Ability to utilize a variety of advisory data and information such as hazardous materials reports and plans, maps, grant applications and requirements, billing invoices, committee meeting agendas and minutes, newspaper copy, emergency response and hazardous materials educational materials, technical operating manuals, Wisconsin Statutes Chapter 323, Wisconsin Division of Emergency Government handbooks, highway safety manuals, Federal Emergency Management Administration Manual, County Ordinances, computer manuals, procedures, guidelines, non-routine correspondence and laws.

Attachment: Emergency Management Director Current Job Description (64 - 22 : Resolution to Consolidate Emergency Management into the

MATHEMATICAL SKILLS

- Ability to perform complex mathematical calculations.
- Ability to prepare and monitor large complex budget.

REASONING ABILITY

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

PHYSICAL AND WORK ENVIRONMENT

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

Physical Environment:

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

Work Environment:

- Works primarily in an office setting.

Attachment: Emergency Management Director Current Job Description (64 - 22 : Resolution to Consolidate Emergency Management into the

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Emergency Management Director

FLSA: Exempt **Salary Range: RT**

Reports To: County AdministratorChief Deputy

Department: Sheriff's Emergency Management **Date: May 2021November 2022**

JOB SUMMARY

The job duties of the Emergency Management Director include but are not limited to supervise Emergency Management DepartmentDivision staff in a manner that is effective and efficient and serves the needs of the customers; to plan, develop, implement and administer Emergency Management, Superfund Amendment Reauthorization Act (SARA), Emergency Planning and Community Right-to-Know Act (EPCRA) programs, and administer Emergency Communications programs for Chippewa County in accordance with Wisconsin Statute – Chapter 323: Emergency Management; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

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

Administrative Functions:

- Direct, administer and manage the operations and personnel of the Emergency Management DepartmentDivision.
- Develop Emergency Management disaster procedure and policies; update emergency plans; secure funding for emergency service agencies; assist emergency services in assessing needs; prepare quarterly and annual operational reports; coordinate county-wide training.
- Administer the county-wide emergency communications system (E-911) including house numbering/sign and grid system maintenance and telephone system coordination.
- Administer the county-wide public safety radio communications system; determine system configuration and frequency assignments; oversee tower equipment installation and maintenance; manage FCC licensing.
- Establish and maintain EPCRA hazardous materials plans and records; establish and maintain files; review facilities' compliance documentation; prepare and update "off-site" plans for qualifying facilities; administer annual Hazardous Materials Response Grant.
- Maintain knowledge of current Department Division program(s) requirements.
- Research grants and prepare applications.
- As County designated Threat Liaison Officer (TLO), receive and disseminate information to law enforcement agencies, hospitals and responders regarding use of dangerous materials and suspicious activities reported to the state fusion center.
- Direct, administer and test of County's Mass Notification Systems (Reverse 911, CodeRED, FEMA IPAWS

Attachment: Emergency Management Director Proposed Job Description withTracked Changes (64 - 22 : Resolution to Consolidate Emergency

software system, etc.) and perform required training and periodic testing (i.e. monthly, annual).
- Craft and approve sensitive and/or public emergency notifications in exigent or crisis situations under pressure and elevated stress.
- Assist local law enforcement when requested.
- Assume duties of Public Information Officer during disasters.
- Regularly attend County Traffic Safety Commission, Land Information Council, Legal and Law Enforcement Committee, 911 Policy and Procedures Workgroup, EMS Association and Local Emergency Planning Committee meetings.
- Assist with budget development for the Emergency Management Division.

Supervisory Functions:
- Supervise the 911 ~~Database/Public Safety~~ GIS Coordinator ~~Manager~~ and ~~;~~ work cooperatively ~~with the Land Records Division~~ with~~in~~ the Planning & Zoning Department.
- Direct, supervise, assign, coordinate, monitor and evaluate division~~department~~ staff tasks and procedures.
- Interview and make hiring recommendations.
- Provide instructions and training.
- Recommend employee transfers, promotions, disciplinary action, discharge and salary increases.

Community Relations Functions:
- Work with public safety agencies regarding GPS location mapping.
- Consult with Federal, State and local government agencies regarding highway safety and emergency response needs.
- Maintain communication with County Supervisors, news media representatives and the general public regarding ~~Department~~division activities, services and programs; coordinate ~~Department~~division programs/services with other departments and agencies.
- Conduct educational meetings within County and State.
- Operate informational booth at Fair; provide informational brochures and pamphlets regarding ~~Department~~division activities to the public.
- Attend appropriate workshops, conferences and training regarding ~~Department~~division activities.

Customers:
- General public requesting information
- Emergency Services (Fire Depts., Ambulance Services, Police Depts., First Responders)
- Committee Members (County Traffic Safety Commission, 911 Policy and Procedures Workgroup, Local Emergency Planning Committee, EMS Association and Fire Chief's Association)
- County Board of Supervisors

Team Members:
- Emergency Management ~~Department~~Division employees
- Chippewa County departments and the Department of Administration
- Wisconsin Emergency Management staff
- Non-government organizations (NGOs) and industry partners in emergency response
- Committee Chairs (Local Emergency Planning Committee [LEPC], 911 Policy and Procedures Workgroup, EMS Association, Fire Chiefs Association and County Traffic Safety Commission)

Attachment: Emergency Management Director Proposed Job Description withTracked Changes (64 - 22 : Resolution to Consolidate Emergency

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

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in Emergency Planning, Environmental Management, Public Administration, Public Safety or a related field required.
- Minimum of three (3) years' emergency management, public safety or related experience required.
- Supervisory experience preferred.
- ~~Obtain~~ Complete required State of Wisconsin's Emergency Management training and coursework ~~Certification~~ within 2~~1~~ years of hire as required in the Emergency Management Planning Grant (EMPG) or obtain State of Wisconsin Certified Emergency Management (CEM) certification.
- A cell phone is required.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- Ability to instruct and train in methods and procedures.
- Ability to make final decision on hiring.
- Ability to prepare performance evaluations and make recommendations regarding unsatisfactory employees.
- Ability to assign work, add or delete; plan work, establish priorities.
- Ability to approve vacation/sick time.
- Ability to recommend pay decisions.
- Ability to maintain staff personnel records.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and advanced knowledge of Microsoft Office software.
- Ability to use GIS, SCADA systems, CAD, and Library systems.
- Responsible for all radio towers and radio equipment.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.
- Ability to utilize a variety of advisory data and information such as hazardous materials reports and plans, maps, grant applications and requirements, billing invoices, committee meeting agendas and minutes, newspaper copy, emergency response and hazardous materials educational materials, technical operating manuals, Wisconsin Statutes Chapter 323, Wisconsin Division of Emergency Government handbooks, highway safety manuals, Federal Emergency Management Administration Manual, County

Attachment: Emergency Management Director Proposed Job Description withTracked Changes (64 - 22 : Resolution to Consolidate Emergency

Ordinances, computer manuals, procedures, guidelines, non-routine correspondence and laws.

MATHEMATICAL SKILLS

- Ability to perform complex mathematical calculations.
- Ability to prepare and monitor ~~large complex~~ a budget.

REASONING ABILITY

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

PHYSICAL AND WORK ENVIRONMENT

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

Physical Environment:

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

Work Environment:

- Works primarily in an office setting.

Attachment: Emergency Management Director Proposed Job Description withTracked Changes (64 - 22 : Resolution to Consolidate Emergency

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Emergency Management Director

FLSA: Exempt **Salary Range: R**

Reports To: Chief Deputy

Department: Sheriff's **Date: November 2022**

JOB SUMMARY

The job duties of the Emergency Management Director include but are not limited to supervise Emergency Management Division staff in a manner that is effective and efficient and serves the needs of the customers; to plan, develop, implement and administer Emergency Management, Superfund Amendment Reauthorization Act (SARA), Emergency Planning and Community Right-to-Know Act (EPCRA) programs, and administer Emergency Communications programs for Chippewa County in accordance with Wisconsin Statute – Chapter 323: Emergency Management; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

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

Administrative Functions:

- Direct, administer and manage the operations and personnel of the Emergency Management Division.
- Develop Emergency Management disaster procedure and policies; update emergency plans; secure funding for emergency service agencies; assist emergency services in assessing needs; prepare quarterly and annual operational reports; coordinate county-wide training.
- Administer the county-wide emergency communications system (E-911) including house numbering/sign and grid system maintenance and telephone system coordination.
- Administer the county-wide public safety radio communications system; determine system configuration and frequency assignments; oversee tower equipment installation and maintenance; manage FCC licensing.
- Establish and maintain EPCRA hazardous materials plans and records; establish and maintain files; review facilities' compliance documentation; prepare and update "off-site" plans for qualifying facilities; administer annual Hazardous Materials Response Grant.
- Maintain knowledge of current Division program(s) requirements.
- Research grants and prepare applications.
- As County designated Threat Liaison Officer (TLO), receive and disseminate information to law enforcement agencies, hospitals and responders regarding use of dangerous materials and suspicious activities reported to the state fusion center.
- Direct, administer and test of County's Mass Notification Systems (Reverse 911, CodeRED, FEMA IPAWS software system, etc.) and perform required training and periodic testing (i.e. monthly, annual).

Attachment: Emergency Mgmt Director Proposed Job Description after Consolidation (64 - 22 : Resolution to Consolidate Emergency

- Craft and approve sensitive and/or public emergency notifications in exigent or crisis situations under pressure and elevated stress.
- Assist local law enforcement when requested.
- Assume duties of Public Information Officer during disasters.
- Regularly attend County Traffic Safety Commission, Land Information Council, Legal and Law Enforcement Committee, 911 Policy and Procedures Workgroup, EMS Association and Local Emergency Planning Committee meetings.
- Assist with budget development for the Emergency Management Division.

Supervisory Functions:

- Supervise the 911 GIS Coordinator and work cooperatively with the Planning & Zoning Department.
- Direct, supervise, assign, coordinate, monitor and evaluate division staff tasks and procedures.
- Interview and make hiring recommendations.
- Provide instructions and training.
- Recommend employee transfers, promotions, disciplinary action, discharge and salary increases.

Community Relations Functions:

- Work with public safety agencies regarding GPS location mapping.
- Consult with Federal, State and local government agencies regarding highway safety and emergency response needs.
- Maintain communication with County Supervisors, news media representatives and the general public regarding division activities, services and programs; coordinate division programs/services with other departments and agencies.
- Conduct educational meetings within County and State.
- Operate informational booth at Fair; provide informational brochures and pamphlets regarding division activities to the public.
- Attend appropriate workshops, conferences and training regarding division activities.

Customers:

- General public requesting information
- Emergency Services (Fire Depts., Ambulance Services, Police Depts., First Responders)
- Committee Members (County Traffic Safety Commission, 911 Policy and Procedures Workgroup, Local Emergency Planning Committee, EMS Association and Fire Chief's Association)
- County Board of Supervisors

Team Members:

- Emergency Management Division employees
- Chippewa County departments and the Department of Administration
- Wisconsin Emergency Management staff
- Non-government organizations (NGOs) and industry partners in emergency response
- Committee Chairs (Local Emergency Planning Committee [LEPC], 911 Policy and Procedures Workgroup, EMS Association, Fire Chiefs Association and County Traffic Safety Commission)

Attachment: Emergency Mgmt Director Proposed Job Description after Consolidation (64 - 22 : Resolution to Consolidate Emergency

QUALIFICATION REQUIREMENTS

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

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in Emergency Planning, Environmental Management, Public Administration, Public Safety or a related field required.
- Minimum of three (3) years' emergency management, public safety or related experience required.
- Supervisory experience preferred.
- Complete required State of Wisconsin's Emergency Management training and coursework within 2 years of hire as required in the Emergency Management Planning Grant (EMPG) or obtain State of Wisconsin Certified Emergency Management (CEM) certification.
- A cell phone is required.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- Ability to instruct and train in methods and procedures.
- Ability to make final decision on hiring.
- Ability to prepare performance evaluations and make recommendations regarding unsatisfactory employees.
- Ability to assign work, add or delete; plan work, establish priorities.
- Ability to approve vacation/sick time.
- Ability to recommend pay decisions.
- Ability to maintain staff personnel records.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and advanced knowledge of Microsoft Office software.
- Ability to use GIS, SCADA systems, CAD, and Library systems.
- Responsible for all radio towers and radio equipment.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.
- Ability to utilize a variety of advisory data and information such as hazardous materials reports and plans, maps, grant applications and requirements, billing invoices, committee meeting agendas and minutes, newspaper copy, emergency response and hazardous materials educational materials, technical operating manuals, Wisconsin Statutes Chapter 323, Wisconsin Division of Emergency Government handbooks, highway safety manuals, Federal Emergency Management Administration Manual, County

Attachment: Emergency Mgmt Director Proposed Job Description after Consolidation (64 - 22 : Resolution to Consolidate Emergency

Ordinances, computer manuals, procedures, guidelines, non-routine correspondence and laws.

MATHEMATICAL SKILLS

- Ability to perform complex mathematical calculations.
- Ability to prepare and monitor a budget.

REASONING ABILITY

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

PHYSICAL AND WORK ENVIRONMENT

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

Physical Environment:

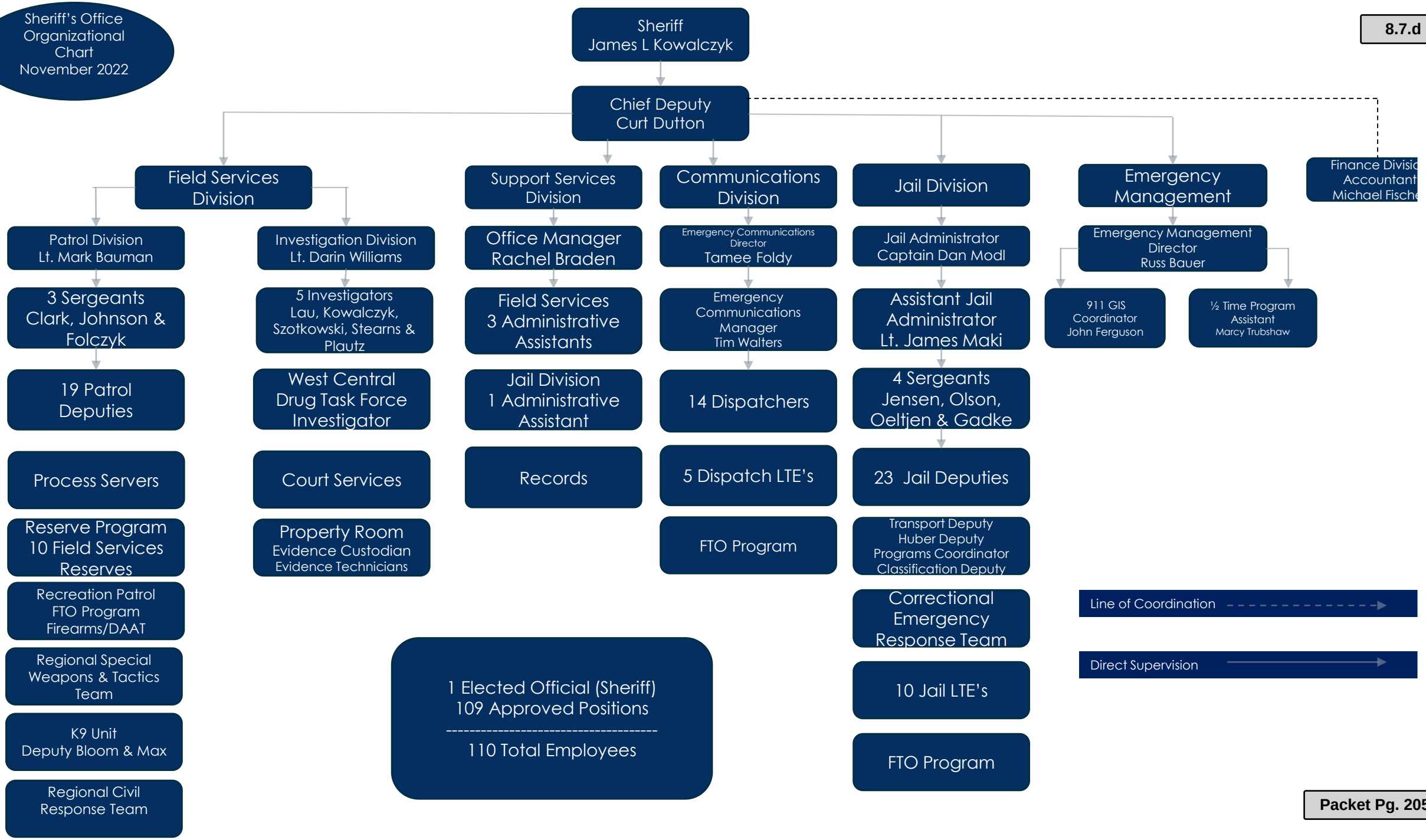
- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/ listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close,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

Work Environment:

- Works primarily in an office setting.

Attachment: Emergency Mgmt Director Proposed Job Description after Consolidation (64 - 22 : Resolution to Consolidate Emergency

Sheriff's Office Organizational Chart November 2022



Attachment: Sheriff Dept Proposed Org Chart with Emergency Management (64 - 22 :

STATEMENT OF EXPLANATION

Ordinance No. 09 - 22

ORDINANCE TO AMEND SECTION 2-83 AND REPEAL SECTION 2-84(K) NUTRITION ADVISORY COUNCIL ON AGING OF THE CHIPPEWA COUNTY CODE OF ORDINANCES - SECOND READING - LESLIE FIJALKIEWICZ

Agencies that operate the Elderly Nutrition Program are required to solicit the advice and expertise of meal participants and other individuals knowledgeable with regard to the needs of older adults. The Nutrition Advisory Council is outlined in policy by the Bureau of Aging & Disability Resources (BADR) to facilitate this feedback. The Nutrition Advisory Council is not a Statutory Committee/Council.

BADR policy provides guidance on membership, structure, bylaws and meeting schedules. Current Chippewa County Code of Ordinance Section 2-84(k) no longer reflects the guidance provided by BADR. Furthermore, it does not reflect the current structure of Chippewa County's Elderly Nutrition Program.

Since the Nutrition Advisory Council is not a statutory requirement, there is no need for it to be included among Chippewa County Code of Ordinances. Upon repeal of Section 2-84(k) of the Chippewa County Code of Ordinance, the Aging & Disability Resource Center will create and maintain a Nutrition Advisory Council procedure that reflects current BADR policy and Chippewa County program configuration.

Upon review of the proposed amendment of Section 2-83 and repeal of Section 2-84(k) at its regular meeting on October 20, 2022, the Health and Human Services Board supports forwarding said ordinance changes to the County Board for approval.

Ordinance No. 09 - 22

ORDINANCE TO AMEND SECTION 2-83 AND REPEAL SECTION 2-84(K) NUTRITION ADVISORY COUNCIL ON AGING OF THE CHIPPEWA COUNTY CODE OF ORDINANCES - SECOND READING - LESLIE FIJALKIEWICZ

SEE ATTACHMENT

Forwarded to the County Board by the Executive Committee

FINANCIAL IMPACT:

There is no financial impact to the County by passage of this amendment of Section 2-83 and repeal of Section 2-84(k) of the Chippewa County Code of Ordinances.

12/13/2022	**County Board**	
RESULT:	**FIRST READING**	**Next: 1/10/2023 6:00 PM**

History:

10/20/22	Health & Human Services Board	RECOMMENDED FOR APPROVAL
11/15/22	Executive Committee	FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls, Corporation Counsel 9/20/2022

Lori Zwiefelhofer, Finance Director 9/20/2022

Randy B. Scholz, County Administrator 9/20/2022

ORDINANCE TO AMEND SECTION 2-83 AND REPEAL SECTION 2-84(K) NUTRITION ADVISORY COUNCIL ON AGING OF THE CHIPPEWA COUNTY CODE OF ORDINANCES

1. That Section 2-83 of the Chippewa County Code of Ordinances is hereby amended as follows and all other sections that cross-reference Section 2-83 are amended to reflect said amendment:

Sec. 2-83. Statutory Committees, Commissions and Boards enumerated.

Where a statute provides the Board of Supervisors appoints or elects a board, committee or commission, the administrator per Wis. Stat. § 59.18(c) shall have that authority, subject to confirmation by the Board of Supervisors. Where a statute provides the Board of Supervisors appoint or elect a committee or other subunit of county government specifically not including a board or commission, the Board chair shall prepare and present at the meeting to appoint the list of the nominated members of committees as chosen by the chair in consultation with the vice-chair. The chair shall then present the list of committees to the board for approval. All nominees must satisfy all qualifications or standards prescribed by statute. This section does not apply to single position appointments or elections.

The County Administrator as provided in Wis. Stats. § 59.18(c) shall appoint the members of all statutory commissions and boards, subject to confirmation of the county board, as follows:

(a) Aging and Disability Resource Center Board (bi-monthly meetings)

(b) Board of Adjustment (meetings as needed)

(c) County Traffic Safety Commission (quarterly meetings)

(d) Crime Prevention Funding Board (meetings as needed)

(~~ed~~) Criminal Justice Collaborating Council (quarterly meetings)

(~~fe~~) Health and Human Services Board (monthly meetings)

(~~gf~~) Housing Authority Commission (quarterly meetings)

(~~hg~~) Indianhead Federated Library System Representatives (monthly meetings)

(~~ih~~) Land Conservation and Forest Management Committee (monthly meetings)

(~~ji~~) Land Information Council (meetings as needed)

(~~kj~~) Local Emergency Planning Committee (five meetings per year)

~~(k) Nutrition Advisory Council on Aging (quarterly meetings)~~

(l) Veterans Service Commission (bi-monthly meetings)

~~(m) Crime Prevention Funding Board (meetings as needed)~~

Attachment: Ordinance to Amend Sec 2-83 and Repeal Sec 2-84(k) re Nutrition Advisory Council - FINAL (09 - 22 : Ordinance to Amend Section

(Ord. 02-20; 03-10-2020; Ord. No. 03-22, 08-09-2022)

2. That Section 2-84(k) of the Chippewa County Code of Ordinances is hereby repealed:

~~**Sec. 2-84. Statutory Committees, Commissions and Board Roles and Duties.**~~

~~(k) Nutrition Advisory Council on Aging.~~

~~(1) The Nutrition Advisory Council on Aging is established to advise the nutrition director in the Aging and Disability Resource Center (ADRC) on all matters relating to the delivery of nutrition and nutrition supportive services within the program.~~

~~(2) The Council shall have the following roles and responsibilities:~~

~~a. Make recommendations to the Nutrition Program Coordinator regarding the food preference of participants.~~

~~b. Make recommendations to the Nutrition Program Coordinator and the aging unit regarding days and hours of dining center operations and locations.~~

~~c. Make recommendations to the Nutrition Program Coordinator regarding dining center furnishings with regard to disabled or handicapped participants.~~

~~d. Conduct a yearly on-site review of each dining center in the program.~~

~~e. Advise and make recommendations to the Nutrition Program Coordinator and aging unit regarding supportive social services to be conducted at dining centers.~~

~~f. As an organized group, give support and assistance to the ongoing development of the nutrition program.~~

~~g. Represent and speak on behalf of nutrition participants and the nutrition program.~~

~~h. As a liaison group, act as a communications clearinghouse between the nutrition program and the general public.~~

~~(3) *Membership and Structure.* More than one-half of the council membership shall consist of nutrition program participants elected as dining center representatives and shall include representation from home-delivered meal recipients. The remaining council membership should provide for broad representation from public and private agencies who are knowledgeable and interested in the senior dining and home-delivered-meal program. The seven voting members of the Council shall be appointed by the County Administrator. The four consumer~~

Attachment: Ordinance to Amend Sec 2-83 and Repeal Sec 2-84(k) re Nutrition Advisory Council - FINAL (09 - 22 : Ordinance to Amend Section

~~members of the Council shall be appointed for two year terms. The non-consumer members shall be permanent members of the Council. The Council shall be composed of the following membership:~~

~~a. Bloomer Congregate Diner meal recipient.~~
~~b. Home delivered meal recipient from the Romeis meal routes.~~
~~c. At large meal recipient.~~
~~d. Home delivered meal recipient from Chippewa Falls.~~
~~e. Chippewa Falls Senior Center Director.~~
~~f. ADRC Board Member.~~
~~g. Nutritionist~~

~~(4) *Meetings.* The council shall meet as often as is useful and practical, but no less than quarterly. The Nutrition Program Coordinator shall facilitate the meetings. Meetings shall be open, with notices posted in accordance with the Open Meetings Law and minutes shall be kept for all nutrition advisory council meetings. Records shall be maintained for at least three years.~~

~~(5) *Bylaws.* The bylaws of the Council shall be developed by the Council at the initial meeting of the Council. The bylaws may be amended from time to time by a 60% vote of the membership or at least six members voting to approve the amendment.~~

3. That the ordinance revision to Section 2-83 and the repeal of Section 2-84(k) shall take effect upon passage and publication.

Forwarded to the County Board by the Executive Committee.

Attachment: Ordinance to Amend Sec 2-83 and Repeal Sec 2-84(k) re Nutrition Advisory Council - FINAL (09 - 22 : Ordinance to Amend Section

Department of Administration
Human Resources Division

CHIPPEWACOUNTY Est. 1848 WISCONSIN

To: County Board Supervisors

From: Toni Hohlfelder, Human Resources Director

Date: November 15, 2022

Subject: Summary of the HR Policy Manual Recommended Changes

Included in the agenda is a proposal to update Chippewa County's Holiday policy.

Chippewa County continues to struggle recruiting and retaining limited-term employees and these positions and employees play a key role in many departments. Here are a few examples:

1. Highway Operators – Seasonal employees to assist every summer with construction and road maintenance projects
2. Telecommunicators and Jailers – Fully trained full time employees who choose to change to an LTE status and assist in filling shifts to reduce full-time employee overtime and meet our minimum staffing requirements
3. Parks – Seasonal employees to assist as Park Caretakers each summer at our County Parks

We have several other annual or seasonal LTEs throughout the County Courthouse as well. The proposal is to update the policy to pay holiday pay to an LTE only if they work on the holiday or observed holiday. This typically only occurs in the case of an emergency, to fill shifts for Telecommunications and Jailers that would otherwise be paid at overtime and three holidays in the summer for the Parks Caretakers for the hours they work only.

The Department Heads and DOA support this decision to assist with recruitment and retention of these key LTE positions.

If you have any questions or suggestions prior to the Executive or County Board meetings, please don't hesitate to email me at thohlfelder@co.chippewa.wi.us or call me at 715-726-7970.

Attachment: HR Memo Summary of Policy Updates 11.15.2022 (7406 : HR Policy Manual Revisions for Holidays - First Reading - Toni

711 N. Bridge Street, Room 100
Chippewa Falls, WI 54729
HumanResources@co.chippewa.wi.us
Ph: (715) 726-7969
Fx: (715) 726-4585

Proposed Revisions 10/26/2022

3. Holidays

a. Purpose

To identify observed employee holidays and to establish a consistent procedure for scheduling and payment.

b. Eligibility

All regular full-time or part-time employees are eligible to receive compensation for the paid holiday benefit. In order to receive holiday pay, employees shall work the full scheduled day before and the full scheduled day after each observed holiday unless the employee substitutes PTO (scheduled or unscheduled). Part-time employees shall be compensated on a prorated basis. Employees receiving Workers' Compensation benefits are not eligible for compensation for holidays that fall during their period of disability. Employees on any type of unpaid leave of absence on the observed holiday are not eligible for compensation for the holiday.

All limited-term (annual or seasonal) status employees (LTEs) are eligible to receive compensation for the paid holiday benefit only if they actually work the day of the holiday or observed holiday.

c. Holidays Observed

The following holidays shall be paid holiday for eligible employees:

New Year's Day	Labor Day
Spring Holiday (Friday before Easter)	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	December 24th
Day after Independence Day	December 25th

d. Compensation

Holiday pay is calculated at the straight time hourly rate of pay of the employee on that day.

1. Full-time employees shall be compensated for eight (8) hours of holiday pay on the observed holidays regardless of the scheduled shift (4-, 5-, 6-, 7-, 8-, 9-, 10-, 11-, or 12-hour day).

2. Part-time employees shall receive four (4) hours of holiday pay on the observed holidays.

3. LTEs shall receive holiday pay for the exact hours worked on the day of the holiday or observed holiday in addition to their actual hours worked. If the employee does not work on the day of the holiday or observed holiday, they are not eligible for holiday pay.

e. Work on Holiday

In cases where a~~n~~ full-time or part-time employee is required to work on a holiday due to unforeseeable circumstances, or required to work on a holiday as part of their normal work schedule, the employee shall receive holiday pay for the holiday in addition to the actual hours worked.

Holiday pay is considered time worked for the purposes of overtime.

Attachment: HR Policy Revision - Holidays FINAL 10.26.22 (7406 : HR Policy Manual Revisions for Holidays - First Reading - Toni Hohlfelder)

f. Holidays During Leave

Holidays falling within any unpaid period of absence for any reason shall be without pay.

For employees on paid FMLA over an observed holiday, the holiday shall be counted as FMLA leave.

Employees are permitted to use scheduled or unscheduled PTO during an approved FMLA or County medical leave before and after the Holiday to be eligible for Holiday pay, even if the employee doesn't have enough PTO or Compensatory time for the entire leave period.

g. Holidays Falling on a Weekend

Whenever any of the observed holidays falls on a Saturday, the preceding Friday shall be observed as the holiday, and when falling on a Sunday, the succeeding Monday shall be observed as the holiday. When December 24th falls on Friday and December 25th on Saturday, the preceding Thursday and Friday shall be observed as the holidays. When December 24th falls on Sunday and December 25th on Monday, the succeeding Monday and Tuesday shall be observed as the holiday.

h. Holidays Falling on a Scheduled Day That is Not 8 Hours for a Full-Time Employee

Whenever an observed holiday falls on a day that an employee is scheduled to work more than eight (8) hours, the employee shall be paid for eight (8) hours of holiday pay. The employee shall use PTO, Compensatory time or work a flexible schedule to make up the additional hours within the same work week.

Whenever an observed holiday falls on a day that an employee is scheduled to work less than eight (8) hours, the employee shall flex their schedule during the week to work less hours on other days, so not to earn overtime or compensatory time without Department Head approval.

Flexible schedules during the week of a holiday shall be established and approved by the Department Head to best meet the needs of the department for efficient operations, to reduce overtime or compensatory time and to remain open during established business hours.

i. Sheriff's Department Dispatcher and Jailer Exceptions

Due to the nature of the scheduling within the Sheriff's Department, the dispatchers and jailers who are eligible for holidays and required to work on an observed holiday shall receive the holiday pay for that day in addition to hours worked.

j. Exceptions

Due to the nature of work required from the Highway Department and Facilities and Parks Division for unforeseen emergency circumstances, in cases when a regular status non-exempt employee of the Highway Department or Facilities and Parks Division is required to work on an observed holiday, the non-exempt employee shall receive overtime pay at a rate of time and one-half for those actual hours worked by the non-exempt employee in addition to receiving holiday pay for the holiday. Overtime hours worked on an observed holiday are considered premium overtime pay and shall not be calculated in the regular rate of pay for the purposes of calculating FLSA overtime (29 C.F.R §778.201).

(Section 3 amended by the County Board 05/14/13; 12/10/13; 12/09/14; 12/08/15, 03/13/18; 11/6/18; 09/13/2022)

Attachment: HR Policy Revision - Holidays FINAL 10.26.22 (7406 : HR Policy Manual Revisions for Holidays - First Reading - Toni Hohlfelder)

STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - TRAFFIC SAFETY COMMISSION

County Administrator Appointment to Statutory Commissions and Boards

I, Randy B. Scholz, appoint the following individuals to the County Traffic Safety Commission. The term of office will expire as indicated.

James Sherman, Law Representative ..... Term is indefinite
Brian Misfeldt, Education Representative ..... Term is indefinite
Jason Thom, Emergency Medical Representative ..... Term is indefinite
Scott Bernette, Emergency Medical Representative (alternate)..... Term is indefinite
Lt. Ryan Douglas or designee, Chippewa Falls Police Department..... Term is indefinite
Rick Rubenzer or designee, Chippewa Falls Public Works..... Term is indefinite

The membership of the Traffic Safety Commission is either specified in state statutes, appointed by the Wisconsin Secretary of Transportation, or appointed by the County Administrator and confirmed by the County Board. The Commission was created to enhance the level of safety on all public roadways for all users of those roadways, including pedestrians, bicyclist, motorcyclist, motorist, maintenance workers, and emergency services personnel.

The role of the Commission is to review traffic accident data from the County and, upon review, the Commission makes recommendations for any corrective action it deems appropriate to the County Board and, where appropriate, to the County Highway Committee, the Wisconsin Department of Transportation and, to any other branch of local government.

Dated this 13th day of December, 2022

Randy Scholz
County Administrator

STATEMENT OF EXPLANATION
COUNTY ADMINISTRATOR APPOINTMENT - HOUSING AUTHORITY COMMISSION

County Administrator Appointment to Statutory Commissions and Boards

I, Randy B. Scholz, re-appoint, subject to County Board confirmation, Dave Jankoski, to the Housing Authority Commission. The term of office will expire December 31, 2027.

Dated this 13th day of December, 2022

Randy Scholz
County Administrator