

CHIPPEWA COUNTY

EXECUTIVE COMMITTEE

REGULAR MEETING

MARCH 1, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:00 PM

1. CALL TO ORDER

Chair Gullickson called the meeting to order at 4:00 p.m.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Chuck Hull	Chippewa County	District 14	Present	
Mechele Shipman	Chippewa County	District 9	Present	
Annette Hunt	Chippewa County	District 13	Absent	

Others Present: Randy Scholz, Traci Bremness, Lee McMenamin, Andy Bauer, Deb Blevins, Todd Pauls, Lori Zwiefelhofer, Toni Hohlfelder

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chuck Hull, District 14
SECONDER:	Mechele Shipman, District 9
AYES:	Gullickson, Sikorski, Hull, Shipman
ABSENT:	Hunt

1. Approve the Agenda

2. Approve the Minutes

Executive Committee - Regular Meeting - Feb 1, 2022 4:00 PM

3. Schedule Next Meeting Date - March 15, 2022

5. REPORTS

6. BUSINESS ITEMS

1. Resolution to Eliminate the Administrative Assistant III Position in the University of Wisconsin-Extension Office – Randy Scholz/Catherine Emmanuelle

Scholz explained this resolution will eliminate a full-time Administrative Assistant III position. The UW Extension will hire a .80 state position. The new regional model is more restrictive and therefore the

Executive Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

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position was restructured and several of the duties were removed. As a result there is no longer a need for a full-time position. The Agriculture and Extension Committee directed the County Administrator and Area Extension Director to report back to the committee after six months on how the transition is going.

RESULT:	FORWARD TO COUNTY BOARD [UNANIMOUS]	Next: 3/8/2022 6:00 PM
MOVER:	Glen Sikorski, District 2 (Vice-Chair)	
SECONDER:	Chuck Hull, District 14	
AYES:	Gullickson, Sikorski, Hull, Shipman	
ABSENT:	Hunt	

2. Resolution to Allow Claim of Carli Wagester - Deb Blevins

Blevins gave an overview of the claim and explained it is the recommendation of WMMIC, our liability insurance carrier, that we allow the claim.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Sikorski, Hull, Shipman
ABSENT:	Hunt

3. IT Division 2023-2027 Capital Improvement Projects - Andy Bauer

Bauer gave an overview of the CIP projects for the IT Division. The committee approved the projects as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Glen Sikorski, District 2 (Vice-Chair)
AYES:	Gullickson, Sikorski, Hull, Shipman
ABSENT:	Hunt

7. **UPDATES, ANNOUNCEMENTS, AND CORRESPONDENCE**

A. County Board Chair Report

B. County Administrator Operation Report

8. **AGENDA ITEMS FOR FUTURE CONSIDERATION**

9. **ADJOURN**

The meeting adjourned at 4:14 p.m.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chuck Hull, District 14
SECONDER:	Glen Sikorski, District 2 (Vice-Chair)
AYES:	Gullickson, Sikorski, Hull, Shipman
ABSENT:	Hunt

CHIPPEWA COUNTY

EXECUTIVE COMMITTEE

REGULAR MEETING

FEBRUARY 1, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:00 PM

1. CALL TO ORDER

Chair Gullickson called the meeting to order at 4:00 p.m.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Chuck Hull	Chippewa County	District 14	Present	
Mechele Shipman	Chippewa County	District 9	Present	
Annette Hunt	Chippewa County	District 13	Absent	

Others Present: Randy Scholz, Traci Bremness, Lori Zwiefelhofer, Andy Bauer, Toni Hohlfelder, Todd Pauls, Karen Hepfler, Jim Kowalczyk

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT: APPROVED [UNANIMOUS]
MOVER: Mechele Shipman, District 9
SECONDER: Chuck Hull, District 14
AYES: Gullickson, Sikorski, Hull, Shipman
ABSENT: Hunt

1. Approve the Agenda

2. Approve the Minutes

Executive Committee - Regular Meeting - Jan 18, 2022 4:00 PM

3. Schedule Next Meeting Date - March 1, 2022

5. REPORTS

1. CIP Project Update 2020-2022 - Randy Scholz/Lori Zwiefelhofer
Zwiefelhofer gave an update on the current 2020-2022 CIP projects.

RESULT: REVIEWED

Next: 2/8/2022 6:00 PM

Minutes Acceptance: Minutes of Feb 1, 2022 4:00 PM (Consent Agenda)

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Chippewa County Courthouse, Rm 302

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4:00 PM

6. BUSINESS ITEMS

1. Resolution to Establish the Annual Compensation for the Sheriff, Clerk of Courts, and the Coroner Positions for 2023 through 2026 – Randy Scholz

Scholz explained the only thing that changed from what was presented last month is this resolution will increase the annual salary for the Sheriff by 6% in 2023 and then 2% annually for years 2024, 2025, and 2026. In addition, the \$115 per Coroner call includes the autopsy calls; they are not separate.

RESULT:	FORWARD TO COUNTY BOARD [UNANIMOUS]	Next: 2/8/2022 6:00 PM
MOVER:	Glen Sikorski, District 2 (Vice-Chair)	
SECONDER:	Mechele Shipman, District 9	
AYES:	Gullickson, Sikorski, Hull, Shipman	
ABSENT:	Hunt	

2. Resolution to Amend the Guidelines & Procedures for Allocating American Rescue Plan Act of 2021 (ARPA) Funds - Randy Scholz

Scholz explained since the ARPA guidelines and procedures were originally brought forward, we received the final rule from the U.S. Treasury. The new guidance says you can spend the funds on any government service. So if we spend levy dollars on something then we can spend ARPA funds on it.

In addition, after reviewing projects the departments submitted, Scholz realized that it will be much easier to bring the plan forward for approval once. That will allow departments like Highway and Facilities & Parks to have the funding up front and be able to implement them over a couple year time frame. The projects will also be re-evaluated in 2024 and if for some reason the project cannot be completed, then it will allow the County to reallocate the dollars to a different project or transfer the funds to Highway in order to utilize all of the funds within the required time frame. Any dollars that are reallocated will required a separate resolution approved by the County Board.

RESULT:	FORWARD TO COUNTY BOARD [UNANIMOUS]	Next: 2/8/2022 6:00 PM
MOVER:	Chuck Hull, District 14	
SECONDER:	Mechele Shipman, District 9	
AYES:	Gullickson, Sikorski, Hull, Shipman	
ABSENT:	Hunt	

7. UPDATES, ANNOUNCEMENTS, AND CORRESPONDENCE

A. County Board Chair Report

B. County Administrator Operation Report

1. Update on New Economic Development Policy - Randy Scholz

Scholz provided an update on the new Economic Development Policy that will be coming forward to the Economic Development Committee and County Board in February to consider. This new policy would rescind certain economic development resolutions and policies that have been previously adopted so that all information is contained in one new policy. (see memo on file)

Minutes Acceptance: Minutes of Feb 1, 2022 4:00 PM (Consent Agenda)

Executive Committee

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4:00 PM

RESULT: DISCUSSED

8. AGENDA ITEMS FOR FUTURE CONSIDERATION

Gullickson received an email from Judge Gibbs who got an email from the DNR to maintain the wolf management level. This item will be referred to the LCFM and/or Ag & Extension Committee.

9. ADJOURN

The meeting adjourned at 4:27 p.m.

RESULT: APPROVED [UNANIMOUS]
MOVER: Glen Sikorski, Mechele Shipman
AYES: Gullickson, Sikorski, Hull, Shipman
ABSENT: Hunt

Minutes Acceptance: Minutes of Feb 1, 2022 4:00 PM (Consent Agenda)



STATEMENT OF EXPLANATION

Resolution No. 09 - 22

RESOLUTION TO ELIMINATE THE ADMINISTRATIVE ASSISTANT III POSITION IN THE UNIVERSITY OF WISCONSIN-EXTENSION OFFICE - RANDY SCHOLZ AND CATHERINE EMMANUELLE

Passage of this resolution will eliminate a full-time County Administrative Assistant III position in the Chippewa County Extension Office. The Administrative Assistant III position is currently vacant and the County Administrator has been in discussions with the Area Extension Director as to how best to address the vacancy going forward. The University of Wisconsin-Extension (Extension) has agreed to hire a State of Wisconsin employee at a .80 position to take on the duties of this eliminated position.

The Area Extension Director and County Administrator have agreed that the following responsibilities would no longer be part of this administrative position: committee meeting agendas and minutes, data entry of Extension's budget into the county's financial software program, and the administration of the Wildlife Abatement program. With the reduction in responsibilities, the position will no longer be a full-time position. Therefore, the County's only option would be to move this to a part-time (1500 hours per year) position with no health insurance benefits. Extension has the ability to create a State administrative position as a .80 (1,664 hours per year) position with full benefits, which in this market, will be easier to fill and retain, and it will allow for more coverage in the office to assist the citizens.

There are several advantages for Chippewa County and the eventual State employee by transferring this position to a State position and they are set out follows:

- The State will handle the entire recruitment and hiring process;
- The State will be in charge and can better address any work performance concerns of the position;
- The employee will have full access to the resources that the State educators have and there will no longer be a piece-meal approach to employee support;
- The employee will have access to training, updates, and other professional development opportunities like all other Extension employees;
- There will be no additional cost to the county for the software the State employee would have access to; and
- The employee will be supervised by the Area Extension Director and be involved

28 in the same annual review process as other Extension employees;

29 The Area Extension Director and the County Administrator agree that transitioning this
30 administrative position from a County position to a State administrative position will work
31 better for the State and the County. The Area Extension Director will work with the County
32 Administrator to report back to the Agriculture & Extension Committee after six months on
33 how the transition is going. In an effort to assist the Extension Office and our citizens, the
34 county will recruit and hire a limited term employee (LTE) to provide administrative support to
35 the Extension Office while the current position is vacant and until the new State administrative
36 position is hired and commences employment.

37

Resolution No. 09 - 22

**RESOLUTION TO ELIMINATE THE ADMINISTRATIVE ASSISTANT III POSITION IN THE
UNIVERSITY OF WISCONSIN-EXTENSION OFFICE - RANDY SCHOLZ AND CATHERINE
EMMANUELLE**

WHEREAS, the County currently provides a full-time Administrative Assistant III position to the University of Wisconsin-Extension Office (Extension) to provide administrative support for that office; and

WHEREAS, that Administrative Assistant III position is currently vacant and the County Administrator has been in discussions with the Area Extension Director as to how best to address that vacancy going forward; and

WHEREAS, the Area Extension Director and the County Administrator have agreed that the Administrative Assistant III position will no longer be responsible for doing committee meeting agendas and minutes, data entry of the Extension Office's budget into the county financial software program, and for the administration of the Wildlife Abatement program; and

WHEREAS, with the reduction in the above responsibilities, the Administrative Assistant III position would no longer qualify as a full-time position and the County's only option would be to convert it to a part-time (1500 hours per year) position with no benefits; and

WHEREAS, Extension has agreed to create and hire a State of Wisconsin employee at a .80 position (1664 hours per year) with full benefits, to take on the duties of the Administrative Assistant III position, which would allow the County to eliminate the Administrative Assistant III position; and

WHEREAS, the creation of this new State administrative position with full benefits will be easier to recruit, hire and retain in the current job market; and

WHEREAS, the elimination of the Administrative Assistant III position would have the following advantages for the County and the eventual employee:

- The State will handle the entire recruitment and hiring process;
- The State will be in charge and will be better able to address any work performance concerns of the position;
- The employee will have full access to the resources that the State educators have and there will no longer be a piece-meal approach to employee support;
- The employee will have access to training, updates, and other professional development opportunities like all other Extension employees;
- There will be no additional cost to the county for the software the State employee would have access to;

- The employee will be supervised by the Area Extension Director and be involved in the same annual review process as other Extension employees; and

WHEREAS, the Area Extension Director and the County Administrator agree that transitioning this administrative position from a County position to a State position will work better for the State and the County; and

WHEREAS, the current "*Contract Between Chippewa County and Board of Regents of the University of Wisconsin System*" for 2022, a copy of which is attached, sets out the fiscal relationship between Extension and the County and thus will need to be amended to add this .80 State position; and

WHEREAS, at this time the County would continue to fully fund the new .80 State Operational Program Associate position, but since the position is no longer a full-time position, it is anticipated that the fiscal impact to the County will be at least \$12,000 less than what the County budgeted in 2022 for the County Administrative Assistant III position; and

WHEREAS, the County has agreed to hire a limited term employee to provide administrative support to the Extension Office while the current position is vacant and until the new State administrative position is hired and commences employment; and

WHEREAS, the Area Extension Director will work with the County Administrator to report back to the Extension Committee after six months on how the transition is going;

NOW, THEREFORE BE IT RESOLVED, that effective upon passage of this resolution, the Administrative Assistant III position in the Extension Office is eliminated; and

BE IT FURTHER RESOLVED, that the County Administrator shall work with the Area Extension Director to amend the contract with the Board of Regents to reflect the changes necessary to effectuate the goals of this resolution; and

BE IT FURTHER RESOLVED, that the Area Extension Director provide an update to the Agriculture & Extension Committee after six months as to how the transition from the County Administrative Assistant III position to the new State administrative position is progressing.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

2022 Budget for County Administrative Assistant III Position	\$78,700
Proposed .8 State Operations Program Associate Position	\$66,329
Savings to the County	\$12,371

121 **03/1/2022 Executive Committee**
 122 **RESULT: FORWARD TO COUNTY BOARD [UNANIMOUS] Next: 3/8/2022 6:00 PM**
 123 **MOVER:** Glen Sikorski, District 2 (Vice-Chair)
 124 **SECONDER:** Chuck Hull, District 14
 125 **AYES:** Dean Gullickson, Glen Sikorski, Chuck Hull, Mechele Shipman
 126 **ABSENT:** Annette Hunt

127
128

Approved as to Form:

Todd A. Pauls
 Todd A. Pauls, Corporation Counsel

2/8/2022

Lori Zwiefelhofer
 Lori Zwiefelhofer, Finance Director

2/9/2022

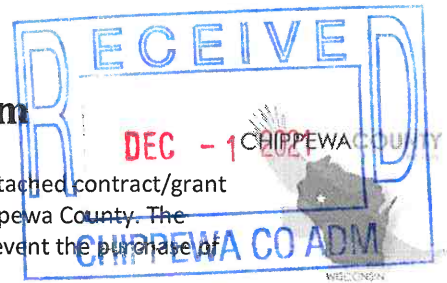
Randy B. Scholz
 Randy B. Scholz, County Administrator

2/9/2022

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Department of Administration
Contract/Grant Approval Form

This contract/grant approval form is required to be completed and the attached contract/grant approved, prior to entering into any agreement that will legally bind Chippewa County. The purpose of this review is to limit the County's exposure to liability and prevent the purchase of duplicate services.



NOTE: The County Administrator shall be notified in writing to determine if a new request shall be required if at any time either of the following circumstances exist: (1) The purpose of the contract or grant has changed; or (2) The duties of one or both of the parties under the contract have changed.

Originating department/division heads should complete the form, attach a copy of the contract/grant and certificate of liability, and submit it to the County Administrator's Office. The form will be logged and initiated through the review process. Please allow two weeks for the review process.

Department/Division: Extension Chippewa County Submitted by: Catherine Emmanuelle

Date Submitted: 12-1-2021 Deadline for Staff Action: 12-15-2021 ☒ Time Sensitive

☒ New Contract ☐ Contract Renewal ☐ Contract Amendment
☐ New Grant ☐ Grant Renewal ☐ Grant Amendment ☐ RFP

Is an e-signature required for final submittal of this contract/grant? ☐ Yes ☒ No

If yes, who needs to submit the electronic approval? ☐ County Administrator ☐ Department Head

For renewal or amendment, indicate date the original contract was approved: _____

Contract/Grant Name: Contract between Chippewa County and Board of Regents of the University of Wisconsin System

Contract/Grant Period: January 2022 - December 2022 Amount of Contract/Grant: \$146,088

Funding Source: ☒ County ☐ Grant ☐ Other: _____

Budgeted: ☒ Yes ☐ No Springbrook Account Number: _____

Contract Type: ☐ MOU ☐ Grant ☒ Service Provided ☐ Service Received ☐ Maintenance
☐ Product ☐ Building ☐ Professional

Is a copy of the certificate of liability attached? ☐ Yes ☒ No

Purpose of Contract/Grant: Here is a copy of the Extension Chippewa County contract.

The dollar amount listed in the contract is what was requested and approved in the 2022 budget.

Note for fiscal year 2023: the \$10,000 discount is slated to be offered again. Please do let me know if I can answer any questions about the contract. We appreciate the partnership we have between the county and the university.

Potential Liability/Concerns: _____

Is this a federal contract or subcontract that contains the Federal Acquisition Regulation (FAR) E-Verify clause?

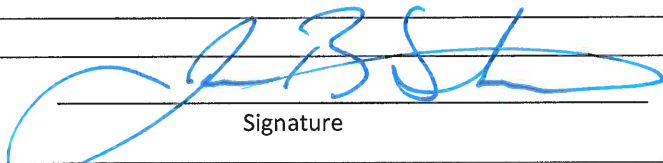
☐ Yes ☒ No

➤ *(If you answered yes, a copy of this contract, if approved, must be immediately forwarded to Human Resources.)*

Policy Committee Actions/Comments (if any)

Corporation Counsel DivisionCertificate of liability is attached: ☐ Yes ☒ NoCertificate of liability is current: ☐ Yes ☒ NoComments: 12/2/2021 dcb

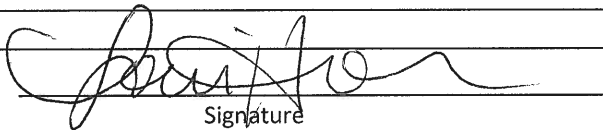
_____☒ Approved ☐ Not Approved ☐ Template Contract Previously ApprovedComments: _____

_____

Signature12/13/21

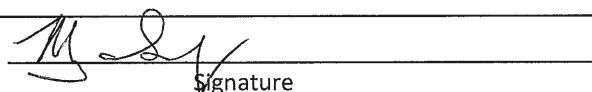
Date**Finance Division**☐ Approved ☐ Not Approved ☐ Review Not NeededComments: _____

Signature_____
Date**Human Resources Division**☒ Approved ☐ Not Approved ☐ Review Not NeededComments: _____

_____

Signature12/2/21

Date**County Administrator**☒ Approved ☐ Not ApprovedComments: _____

_____

Signature12-16-21

DateDate Scanned for G:\Contracts 12/17/21

Contract Account # CHIP2022A

**Contract Between Chippewa County
and
Board of Regents of the University of Wisconsin System**

This contract is by and between **Chippewa County**, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as faculty and staff deliver programs in communities throughout the state, and around academic disciplines. The broad disciplines currently include the Department of Agriculture & Natural Resources and the Department of Youth, Family & Community Development that oversee programmatic and academic functions;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension faculty and staff based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. **Term, Amendment & Termination.**
 - a. The term of this contract is one (1) year. The term shall run from January 1, 2022 through December 31, 2022, unless amended or terminated as set forth below.
 - b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
 - c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.a. shall be prorated (i.e. the discount amounts to roughly \$834 per month).

2. **Extension Responsibilities.** Extension agrees to:
- Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
 - Invoice the County semi-annually, by March 31st and September 30th for amounts due under this agreement.
3. **County Responsibilities.** In consideration of the programs that Extension provides to County under this contract, the County agrees to:
- Pay to Extension the County share of up to \$146,088.00 for the period of January 1, 2022 through December 31, 2022 as allocated below.

Positions	Fee	FTE	Total
Agriculture Extension Educator	\$43,600	1.0	\$43,600
Human Development & Relationships Extension Educator	\$43,600	1.0	\$43,600
4-H Program Educator	\$43,600	1.0	\$43,600
Community Development Extension Educator	\$43,600	0.33	\$14,388
Horticulture Outreach Specialist	\$43,600	0.25	\$10,900
First Educator Discount			(\$10,000)
Final Total			\$146,088

- Provide travel and appropriate job expenses to the staff, office facilities and equipment, office supplies and demonstration materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.
4. **General Conditions** This contract is established under the following conditions:
- Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.
 - Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies

or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.b. of this contract are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

- c. **Billing.** For the period January 1, 2022 through December 31, 2022, Extension shall bill the County for the total amount under Section 3.a. of this contract. The County will be billed for the first half of the total contract by March 31st and the second half of the total contract by September 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.
- d. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program.

- e. **Nondiscrimination/Affirmative Action.** The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. During the performance of work under this contract, Extension agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.

By: _____
County Representative

Date:

By: _____
County Representative

Date:

By: Randy Schopf
County Representative

Date: 12/16/2021

By: _____
County Representative

Date:

By: Catherine Emmanuelle
Area Extension Director
UW-Madison, Division of Extension

Date: 12-1-2021

By: _____
County Representative

Date:

By: [Signature]
Director of Financial Services
UW-Madison, Division of Extension

Date: 01/03/2022

By: DocuSigned by: Dan Langer
92796E26F6F7479...
On Behalf of Board of Regents of
The University of Wisconsin System

Date: 1/4/2022



STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO ALLOW THE CLAIM OF CARLI WAGESTER

Carli Wagester filed a formal notice of claim against the County pursuant to Wisconsin Statute § 893.80. Ms. Wagester is claiming property damage to her 2015 Ford Explorer stating that her vehicle was damaged while driving on Highway 29. Ms. Wagester states that the windshield was cracked and chipped by ice/snow that came down from the County Road P overpass while the Chippewa County Highway Department was plowing the roadway. The damage amount is \$580.23.

1 After review of Carli Wagester's claim by the County's liability insurance company,
 2 Wisconsin Municipal Mutual Insurance Company (WMMIC), it is WMMIC's recommendation
 3 that the County formally allow and pay the claim in the amount of \$580.23. Approval of this
 4 resolution will allow the claim pursuant to 2-34(m)(3) of the Chippewa County Code of
 5 Ordinances, which provides that the Executive Committee has the authority to settle claims
 6 that do not exceed \$10,000.

7

Resolution No.

RESOLUTION TO ALLOW THE CLAIM OF CARLI WAGESTER

WHEREAS, a Notice of Claim was filed on January 19, 2022, with the Chippewa County Clerk's Office; and

WHEREAS, the Notice of Claim stated that Carli Wagester was claiming property damage to her 2015 Ford Explorer after it was damaged when the windshield was cracked and chipped by ice/snow that came down from the County Road P overpass while the Chippewa County Highway Department was plowing the roadway; and

WHEREAS, after review of this claim with the County's liability insurance company, Wisconsin Municipal Mutual Insurance Company (WMMIC), it is WMMIC's recommendation that the County formally allow the claim;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Executive Committee does hereby allow the claim of Carli Wagester for an amount of \$580.23; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the claimant by certified mail, return receipt requested, as Notice of Allowance.

Approved this 1st day of March, 2022 by the Chippewa County Executive Committee.

FINANCIAL IMPACT:

Payment of the allowed claim in the amount of \$580.23.

03/1/2022	Executive Committee
RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Chuck Hull, District 14
AYES:	Dean Gullickson, Glen Sikorski, Chuck Hull, Mechele Shipman
ABSENT:	Annette Hunt

Approved as to Form:

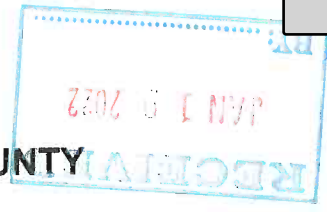
Todd A. Pauls
Todd A. Pauls, Corporation Counsel

2/15/2022

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director

2/15/2022

Randy B. Scholz
Randy B. Scholz County Administrator 2/15/2022



NOTICE OF CLAIM AGAINST CHIPPEWA COUNTY

Name:

Carli Wagester

Address:

1831 17th St. Rice Lake, WI

Date of Accident/Loss:

1-9-22

Time of Day:

9:30

a.m./p.m.

County Department Involved:

Chippewa

Vehicle #:

AKR 9416

Photos taken:

☒

Yes

☐ No

Weather Conditions:

Good

Police called:

☐ Yes☒ No

Date:

Agency:

Case No.:

Type of Claim:

☒

Vehicle

☐ Property☐ Personal Injury

Dollar Amount of Damages Claimed:

\$

580.23

Briefly state the facts of the accident/loss (include additional pages, if necessary, along with any supporting documentation/information/photos; **do not staple**):

Driving West on HWY 29 and went under the overpass. A plow truck was plowing City Rd. P and threw ice chunks and it cracked and chipped my windshield.

Signature:

Carli Wagester

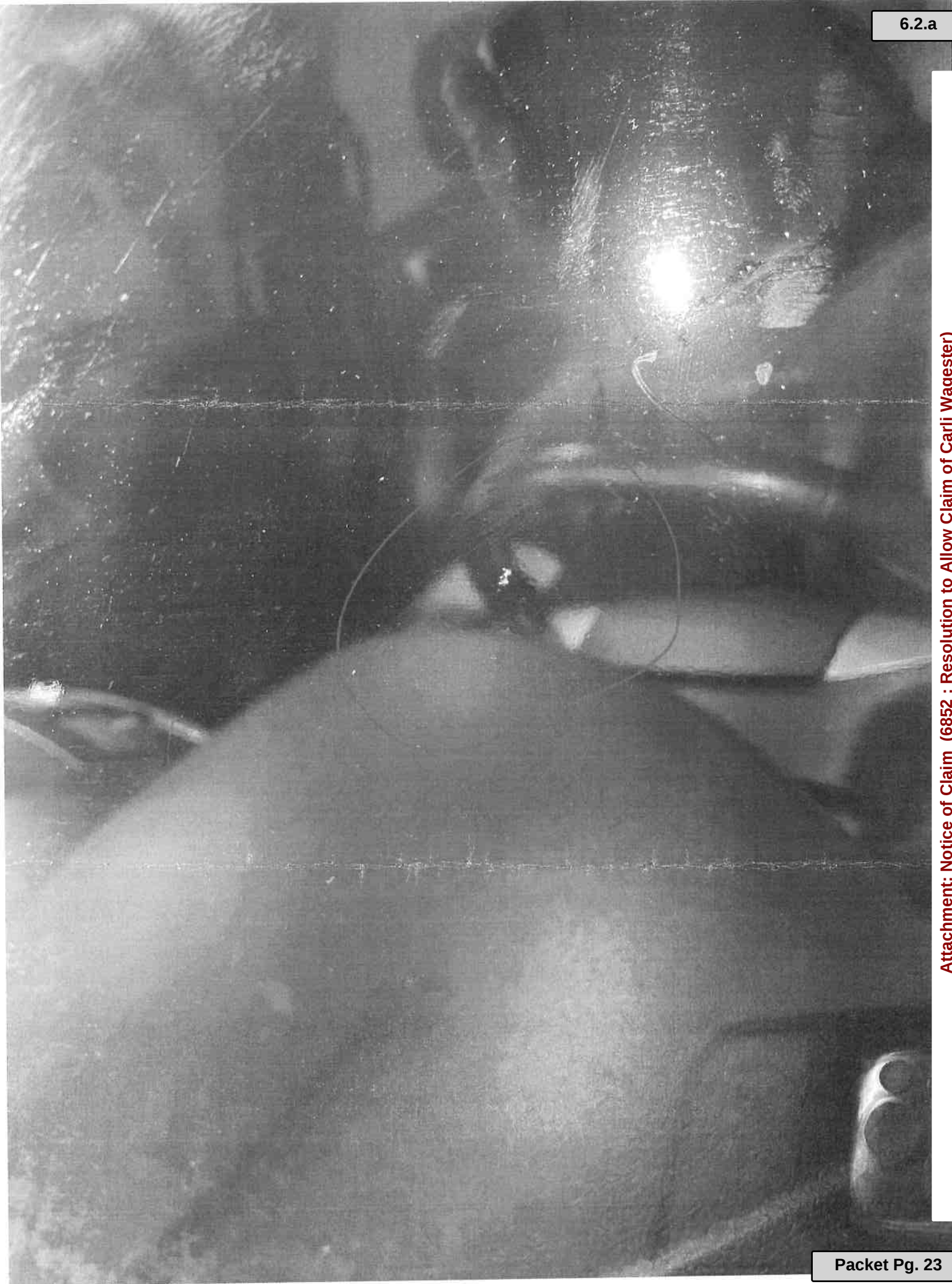
Date:

1-11-22

Submit Claim to:

Jaclyn Sadler, Chippewa County Clerk
Chippewa County Courthouse
711 N. Bridge Street, Room 109
Chippewa Falls, WI 54729

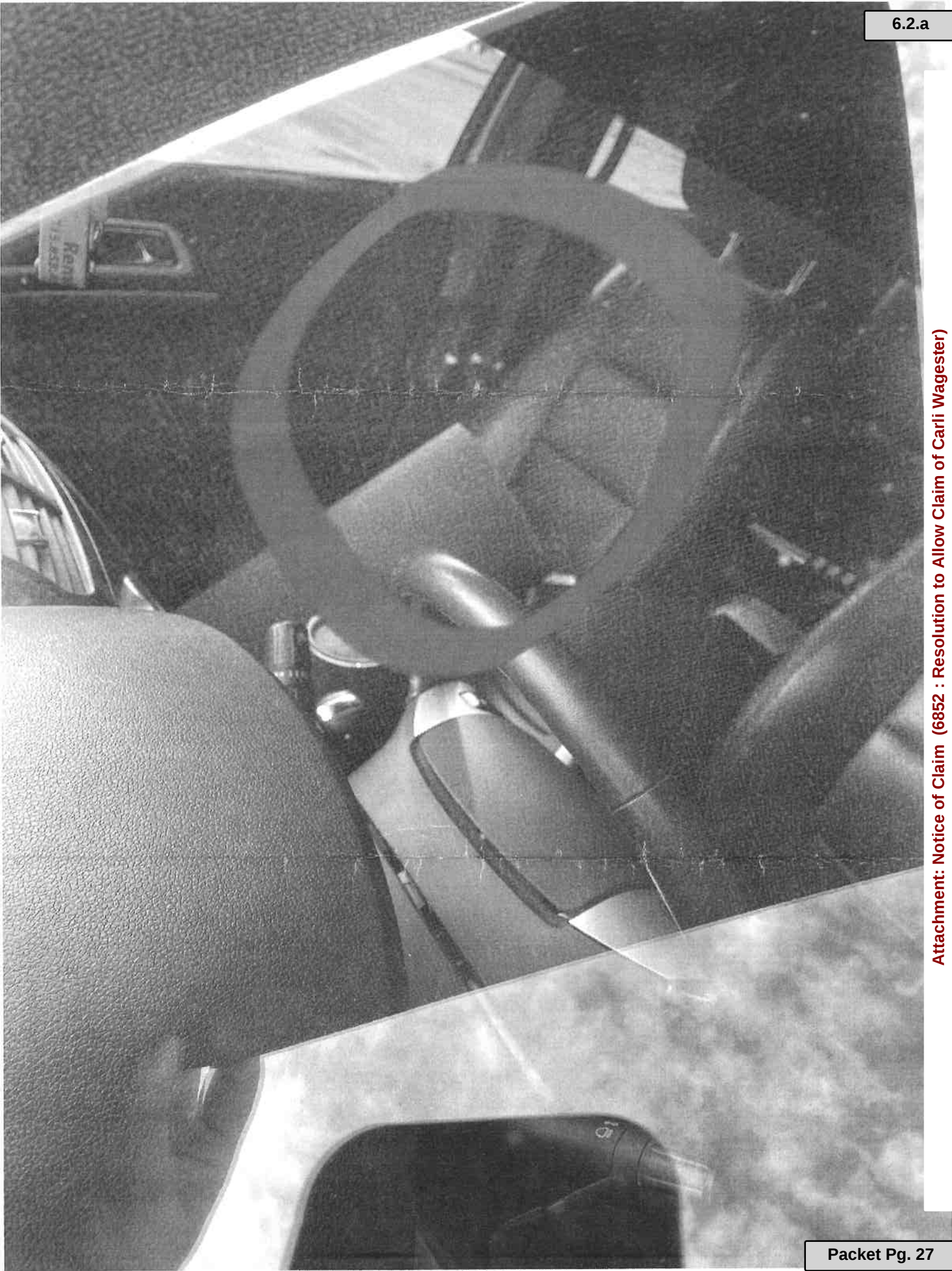




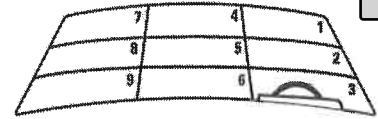








Attachment: Notice of Claim (6852 : Resolution to Allow Claim of Carli Wagester)



Location Information

Safelite
308 W KNAPP ST
RICE LAKE, WI 54868
715-736-0184

Estimate 01844-605996

Org Date: 1/11/2022 CTU WO: 605996

1/11/2022 10:21 AM

Keyed By: 693

CARLI WAGESTER

Account Information

CONSUMER PARENT
991731 - 085120 --

Primary: 715-853-4534

Alternate:

Year	Make	Model	Body Style	Mileage
2015	FORD	EXPLORER	4 DOOR UTILITY	

Qty	Part #	Selling	Labor	Kit
1	DW02204 GGY	\$309.85	\$60.00	\$0.00
Replace with new - SOLAR~3RD VISOR FRIT~ACOUSTIC INTERLAYER				
1	MLD2093 SK4	\$149.50	\$0.00	\$0.00
Replace with new - INNER & OUTER(S)~SIDES & CLIPS				
1	RSK-2947	\$10.64	\$0.00	\$0.00
Replace with new - SENSOR				
1	DISPOSAL FEE	\$0.00	\$19.99	\$0.00
Replace with new - DISPOSAL FEE				

Part Sub Total:	\$469.99
Labor Sub Total:	\$79.99
Sub Total:	\$549.98
Sales Tax:	\$30.25
Total:	\$580.23

This ESTIMATE is good for 10 days from the date noted above.

THIS IS AN ESTIMATE ONLY

** CALL TO SCHEDULE WORK **

** 1-800-800-ASAP (2727) **

Attachment: Estimate for replacement (6852 : Resolution to Allow Claim of Carli Wagester)



Appendix DOA-304-A

Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2023	Information Technology	Replacement end user devices & data center equipment			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$275,000		\$275,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
1					
Project Description and Justification					
This funding will be used for: • Equipment in the data center to replace camera storage, backup storage, phone system upgrade, email archive and wireless APs • End user devices for employees consisting of personal computers, laptops and LCD panels The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure proper resources/tools are provided for the employees to accomplish their daily tasks. Replacing data center equipment provides secure, high availability and redundant county-wide systems. \$135,000 Data Center equipment consists of: Backup Storage Phone System Upgrade Intradyn Email Archive Wireless APs \$140,000 End User devices consist of: Personal computers or Laptops – replaced on a 5 yr plan LCD panels & accessories replaced as needed End user desk phones					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Attachment: IT Division 2023-2027 CIP Forms (6879 : IT Division 2023-2027 Capital Improvement Projects)

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Appendix DOA-304-A

Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2023	Information Technology	Courtroom audio/video control system			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$75,000		\$75,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
2					
Project Description and Justification					
This funding will be used for: Updating all courtroom audio/video control systems. The current sound systems were last updated around 2012. These updates would replace components with plans to get another 7+ years out of the new systems. The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure that proper resources/tools are provided for the employees to accomplish their daily tasks. The Court systems rely on these sound systems on a daily basis to accomplish their tasks. If these systems aren't updated, the potential for outages increases and this would cause major disruptions to Court proceedings and schedules.					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Appendix DOA-304-A

Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2024	Information Technology	Replacement end user devices & data center equipment			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$275,000		\$275,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
Project Description and Justification					
This funding will be used for: • Equipment in the data center to replace storage area networks (SAN), cisco router and wireless APs • End user devices for employees consisting of personal computers, laptops, LCD panels, conference room projectors and phones The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure that proper resources/tools are provided for the employees to accomplish their daily tasks. Replacing data center equipment provides secure, high availability and redundant countywide systems. Replacement is based on useful life of equipment. \$135,000 Data Center equipment consists of: Storage Area Networks (SAN) Cisco DMVPN routers Wireless APs \$140,000 End User devices consist of: Personal computers or Laptops – replaced on a 5 yr plan LCD panels & accessories replaced as needed End user desk phones					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Attachment: IT Division 2023-2027 CIP Forms (6879 : IT Division 2023-2027 Capital Improvement Projects)

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Appendix DOA-304-A

Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2025	Information Technology	Replacement end user devices & data center equipment			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$250,000		\$250,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
Project Description and Justification					
This funding will be used for: • Equipment in the data center to replace storage area networks (SAN), Cisco switches, wireless APs, VMWare cluster server and firewalls • End user devices for employees consisting of personal computers, laptops, tablet, projectors and LCD panels The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure that proper resources/tools are provided for the employees to accomplish their daily tasks. Replacing data center equipment provides secure, high availability and redundant countywide systems. Replacement is based on useful life of equipment. \$150,000 Data Center equipment consists of: Storage Area Networks (SAN) VMWare cluster servers Firewalls Wireless APs Top of rack switches \$100,000 End User devices consist of: Personal computers, laptops, tablets, projectors - replaced on a 5 year plan LCD panels & accessories replaced as needed					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Attachment: IT Division 2023-2027 CIP Forms (6879 : IT Division 2023-2027 Capital Improvement Projects)

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2026	Information Technology	Replacement end user devices & data center equipment			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$245,000		\$245,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
Project Description and Justification					
This funding will be used for: • Equipment in the data center to replace storage area networks (SAN), VMWare servers • End user devices for employees consisting of personal computers, laptops, tablet, projectors and LCD panels The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure that proper resources/tools are provided for the employees to accomplish their daily tasks. Replacing data center equipment provides secure, high availability and redundant countywide systems. Replacement is based on useful life of equipment. \$145,000 Data Center equipment consists of: VMWare Server Cluster server Storage Area Networks (SAN) \$100,000 End User devices consist of: Personal computers, laptops, tablets, projectors - replaced on a 5 year plan LCD panels & accessories replaced as needed					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2027	Information Technology	Replacement end user devices & data center equipment			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$245,000		\$245,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
Project Description and Justification					
This funding will be used for: • Equipment in the data center to replace storage area networks (SAN), VMWare servers • End user devices for employees consisting of personal computers, laptops, tablet, projectors and LCD panels The above funding will ensure that Chippewa County continues to sustain technology needed by refreshing equipment on a regular basis using industry replacement standards to insure that proper resources/tools are provided for the employees to accomplish their daily tasks. Replacing data center equipment provides secure, high availability and redundant countywide systems. Replacement is based on useful life of equipment. \$145,000 Data Center equipment consists of: VMWare Server Cluster server Storage Area Networks (SAN) \$100,000 End User devices consist of: Personal computers, laptops, tablets, projectors - replaced on a 5 year plan LCD panels & accessories replaced as needed					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.



Capital Improvement Program (CIP) Justification Form

Budget Year	Department Name	Project Name			
2027	Information Technology	Security camera replacements			
Priority	Total Expenditure	Source of Funding			
		Fund Balance / Non-Lapsing	Sales Tax	Borrowing	Grants
Necessary	\$50,000		\$50,000		
Projects should be ranked for the next fiscal year only. Projects for years 2-5 are placeholders.					
Department Head Recommended Ranking		Committee Approved Ranking			
Project Description and Justification					
This funding will be used for: replacing a security cameras that were purchased and installed in 2018. This replacement will be phased in over 2-3 years depending on cost for cameras at the time of replacement.					
Additional Action and/or Comments from Committee					
Submitted by: <u>Andrew Bauer</u> Date: <u>2/22/2022</u>					

Completed forms should be reviewed with the policy committees and then submitted to the County Administrator's office.