



Langlade County Board of Supervisors

800 Clermont Street Antigo, WI 54409

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Langlade County Board: Administrative Committee Agenda

Notice of Meeting

DATE: January 21, 2025

TIME: 5:30 PM

PLACE: County Board Room, Lower Level of the Safety Building

Notice: A quorum of the Langlade County Board and various County Board committees may be present at this meeting. No business will be discussed nor any action taken by the Langlade County Board or any other County Board committee, other than the committee listed on this notice. It is anticipated that discussion and action may occur regarding all items posted on this agenda.

Agenda

The Chairperson shall determine the order that agenda items are considered.

1. Call the meeting to order at 5:30 PM
2. Conduct Roll Call
3. Please silence all cell phones
4. Recite the Pledge of Allegiance
5. Approve/amend the minutes of the Administrative Meeting of November 18, 2024
6. Sheriff Westen's Dispatcher Proposal if referred by the Personnel Committee
7. Langlade County Broadband Plan Approval
8. Discuss Motion by Supervisor Haatvedt: Review the WI Open Meeting Law Requirements relating to posting of Public Notices
9. Discuss additional Economic Support Worker
10. Update or Report on Activities from the Corporation Counsel
11. County Administrator H/R Update
12. Update or Report on Activities/Grants from the County Administrator
13. At approximately 6:15 p.m., consider moving into closed session pursuant to Section 19.85 (1)(c), Wisconsin Statutes, considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to conduct the annual performance evaluation of the County Administrator.
14. At approximately 6:30 p.m., return to open session with possible action on any matters discussed in closed session
15. Verify the date of the next meeting.
16. Adjourn the meeting.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Ms. Judy Nagel, Langlade County Clerk, 800 Clermont Street, Antigo, WI 54409. Telephone: (715) 627-6200.

Approved: January 15, 2025

NOTICE OF POSTING: January 15, 2025

MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE

Date: Monday, November 18, 2024

Time: 4:00 PM

Location: Lower Level of the Safety Building, IT Conference Room

The following discussion was held by the Committee at the meeting detailed above:

As a courtesy to others, please silence cell phones and please notify the Chairman if you intend to record this meeting.

1. Meeting called to order at 4:00 PM
2. Conduct Roll Call by Chairman Pierce. Motion by Mayr, second by Medo to excuse Sorano. All ayes, motion carried.

ADMINISTRATIVE COMMITTEE			
Name	Role	Status	
Ben Pierce	Chairman	Present	
Justin Sorano	Vice-Chair	Absent	
John Medo	Member	Present	
Andrew Bauknecht	Member	Present	
Steve Maier	Member	Present	
Todd Mayr	Member	Present	
Bruce McDougal	Member	Present	

Others Present			
Name	Interest	Name	Interest
Robin Stowe	Corporation Counsel	Jason Hilger	County Administrator
Reinhardt Balcerzak	Supervisor	Roy Dieck	Supervisor
Jeff Wickersheim	Supervisor	Chet Haatvedt	Supervisor
Teresa Poltrock	Supervisor	Tammy Wilhelm	Supervisor
Kevin Bouche	Maintenance Director	Mark Westen	Sheriff
Dewey Chrudimsky	Maintenance	Dan Bauknecht	Chief Deputy
Jolene Hartman	Dispatch Supervisor	Heidi Walrath	Jail Administrator
Judy Nagel	County Clerk/Rec. Secretary		

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. Approve/amend the minutes of the Administrative Meeting of October 23, 2024: Motion by McDougal, second by Medo to approve the Administrative Meeting Minutes of October 23, 2024. All ayes, motion carried.
6. Discuss Appointment to the NCWRPC, seat currently held by Reinhardt Balcerzak, still interested in the appointment. Governor appoints from a list of two or more persons nominated by Langlade County Board: Discussion held. Chairman Pierce agreed to submit his name to the list that the Governor appoints from.
7. Discuss Revisions to Ordinance Section 3.02 Sale of Tax-Delinquent Land: Corporation Counsel Stowe discussed the proposed revisions to Ordinance Section 3.02, establishing procedures for the sale of tax-delinquent real estate acquired by the County. Stowe discussed Acts 219 and 207 and US Supreme Court Decision and the template ordinance from WCA. Proposed changes consist of: If the County is not interested in immediately taking possession of the tax-delinquent property, the County Clerk requests from the Muni Clerk a re-assessment of the property; Right to Repurchase property only to single-family owner-occupied properties; determining Net Proceeds and the distribution timeline. Discussion held. Motion by Medo, second by Maier to approve the revisions to

Meeting Minutes (Continued)

Ordinance Section 3.02 Sale of Tax Delinquent Land and forward the revisions to Ordinance Section 3.02 to the County Board. All ayes, motion carried.

8. **Discuss the recent County Employee Picnic: Numbers, Cost per Plate, Overall Opinion of the daytime County Employee Picnic:** County Administrator Hilger discussed the recent picnic, the attendance, 88, and the cost per plate, which includes beverages and dessert, \$20.85. Hilger also provided numbers for the 2022 and 2023 County Employee Picnic. Discussion held. No action. Maier suggested that the picnic discussion be placed on the May 2025 Administrative Agenda.
9. **Discuss Employee Hams/Chamber Bucks:** County Administrator Hilger stated that in 2023, the Employees, including State Employees and LTEs and County Board received \$30 in Chamber Bucks for holiday recognition. Discussion held. Motion by McDougal, second by Mayr to give the Employees, County Board, State Employees, and LTEs \$30 Chamber Bucks for 2024 holiday recognition. All ayes, motion carried.
10. **Discuss the Motion from the November 7, 2024, Public Safety Committee: Motion by Poltrock, second by J. Wagner to forward to the full County Board the proposal from the Sheriff's Office to amend the 2025 Budget. All ayes, motion carried:** Corporation Counsel Stowe discussed the concerns over the motion from the Public Safety Committee, about having a full-time County Administrator and the processes used for Budgeting, Employee Handbook, Administrator statutory authority, and Committee authority. Chairman Pierce discussed the unknown costs for the motion, the proper steps, and the proper Committees to get the proposal to the County Board. Discussion held. Supervisor Bauknecht requests the formation of an Ad Hoc to study the Sheriff's Proposal. No action was taken.
11. **Update or Report on Activities from Corporation Counsel:** Corporation Counsel Stowe provided the Committee with a written Summary of Activities of the Corporation Counsel Stowe for the last month. Report available from Corporation Counsel.
12. **County Administrator H/R Update:** County Administrator Hilger will report to the full County Board.
13. **County Administrator Update:** County Administrator Hilger will report to the full County Board.
14. **Verify the date of the next meeting:** To be determined.
15. **Adjourn the meeting:** Motion by McDougal, second by Mayr to adjourn the November 18, 2024 Administrative Meeting at 5:15 p.m. All ayes, motion carried.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary

Dispatcher Pay Analysis between Langlade County and Marathon County

primary - Langlade County pays a very comparable rate to Marathon County. See "Difference in Pay".

We move to our midpoint faster than Marathon and fall behind a bit at the max, which I would expect based on economics of the 2 counties.

POSITION	2024 Rate	2025 Rate	Date of Hire	Yrs of Service	Difference in Pay	Langlade County	
						Rate	Yrs of Service
1 Dispatcher	\$ 23.58	25.00	8/15/20	5	\$ 27.42	23	\$ 2.42
2 Dispatcher	\$ 24.15	25.00	2/18/21	4	\$ 24.87	19	\$ (0.13)
3 Dispatcher	\$ 21.00	23.50	6/6/23	2	\$ 24.56	19	\$ 1.06
4 Dispatcher	\$ 22.58	25.00	12/10/23	2	\$ 24.56	18	\$ (0.44)
5 Dispatcher	\$ 20.00	22.00	7/15/24	1	\$ 23.73	15	\$ 1.73
6 Dispatcher	\$ 20.00	22.00	7/15/24	1	\$ 23.73	14	\$ 1.73
7 Dispatcher	\$ 21.50	23.50	9/3/24	1	\$ 23.73	10	\$ 0.23
8 Dispatcher	\$ 25.83	26.35	10/21/24	1	\$ 27.79	7	\$ 1.44

Both employees have significant experience.

Marathon County

POSITION	2024 Rate	2025 Rate	Date of Hire	Yrs of Service	Avg County pay with same years of service	Langlade	Marathon	Min	Mid	Max
1 Dispatcher	\$ 28.97	29.84	9/9/02	23	\$ 27.42	\$ 22.00	\$ 25.00	\$ 28.00		
2 Dispatcher	\$ 27.10	27.91	9/18/06	19	\$ 24.87	\$ 23.04	\$ 25.80	\$ 32.26		
3 Dispatcher	\$ 27.30	28.12	12/11/06	19	\$ 24.56					
4 Dispatcher	\$ 28.17	29.02	10/8/07	18	\$ 24.56					
5 Dispatcher	\$ 27.10	27.91	10/11/10	15	\$ 23.73					
6 Dispatcher	\$ 27.21	28.03	10/17/11	14	\$ 23.73					
7 Dispatcher	\$ 27.61	28.44	5/11/15	10	\$ 23.73					
8 Dispatcher	\$ 26.36	27.15	3/26/18	7	\$ 23.73					
9 Dispatcher	\$ 26.36	27.15	2/11/19	6	\$ 23.73					
0 Dispatcher	\$ 26.62	27.42	1/6/20	5	\$ 23.73					
1 Dispatcher	\$ 24.39	25.12	8/23/21	4	\$ 23.73					
2 Dispatcher	\$ 23.91	24.63	12/13/21	4	\$ 23.73					
3 Dispatcher	\$ 23.74	24.45	3/7/22	3	\$ 23.73					
4 Dispatcher	\$ 23.74	24.45	8/8/22	3	\$ 23.73					
5 Dispatcher	\$ 23.74	24.45	9/19/22	3	\$ 23.73					
6 Dispatcher	\$ 23.51	24.22	1/23/23	2	\$ 23.73					
7 Dispatcher	\$ 23.51	24.22	2/20/23	2	\$ 23.73					
8 Dispatcher	\$ 23.51	24.22	6/12/23	2	\$ 23.73					
9 Dispatcher	\$ 23.51	24.22	7/10/23	2	\$ 23.73					
0 Dispatcher	\$ 25.19	25.95	8/21/23	2	\$ 23.73					
1 Dispatcher	\$ 26.98	27.79	2/12/24	1	\$ 23.73					
2 Dispatcher	\$ 23.04	23.73	3/4/24	1	\$ 23.73					
3 Dispatcher	\$ 23.04	23.73	5/13/24	1	\$ 23.73					

I formally move to have the Langlade County Administrative Committee; at its next regularly scheduled meeting review the WI Open Meetings Law Requirements relating to posting of public notices, and then recommend the county board adopt one of the two posting methods - either electronic posting in one official electronic medium or physically posting notices in three separate locations, and furthermore specifically defining those locations. I further would ask the committee to formally submit its recommendation to the full county board for action at its next regularly scheduled meeting after such recommendation by the Administrative committee.

Economic Support

CoVID Unwinding and Post Unwinding Workloads



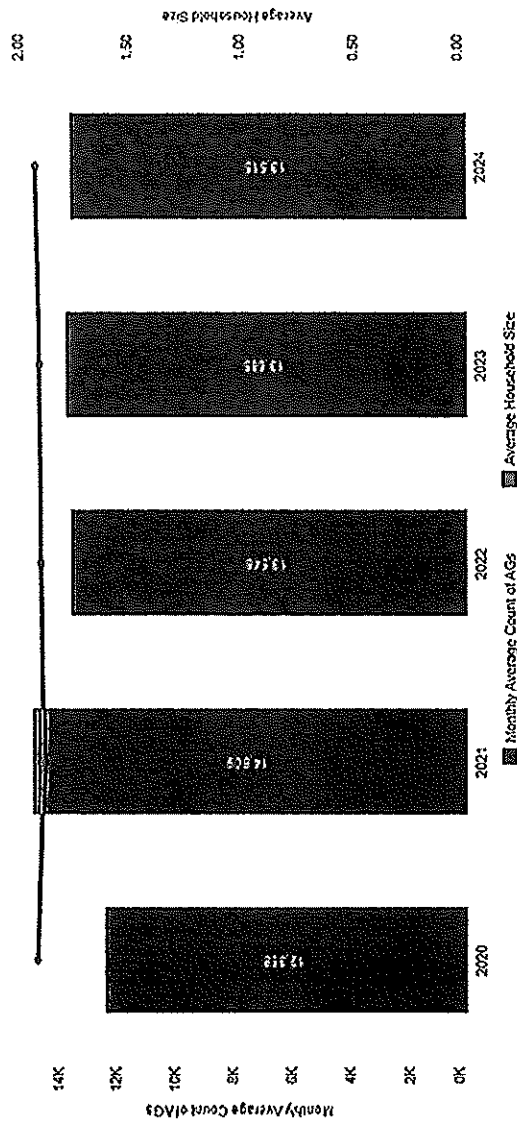
IM Central-FoodShare

Includes Marathon, Langlade, Oneida, Portage counties

- The average household size over the past year is about 2 people
- The number of assistance groups has increased since 2020 and not declined with unwinding or going back to regular allotments
- IM Central averaged 13,590 assistance groups over the past 5 years

1. What was the FoodShare AGs household size?

The average number of distinct AGs per month was 13,590 and the average household size was 1.9 in the last 5 years.



IM Central-FoodShare

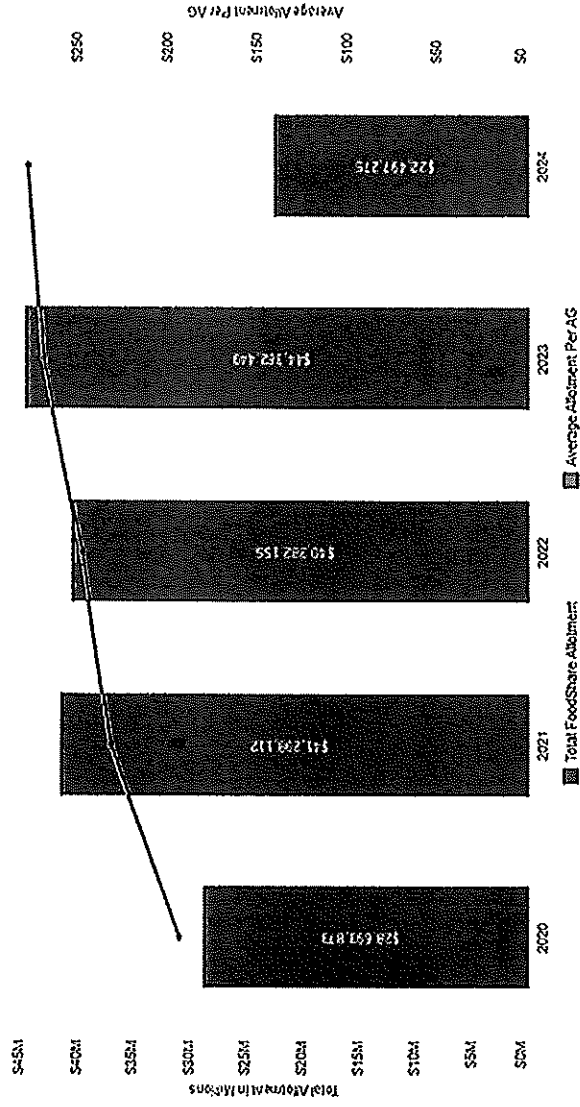
- The average monthly allotment for IM Central is \$242 compared to \$260 statewide

- Lower income averages and lower benefits issued is likely due to higher populations of elderly, blind and disabled (EBD) customers

- Higher proportions of EBD caseloads in Oneida and Langlade

4. What was the allotment in the past 5 years?

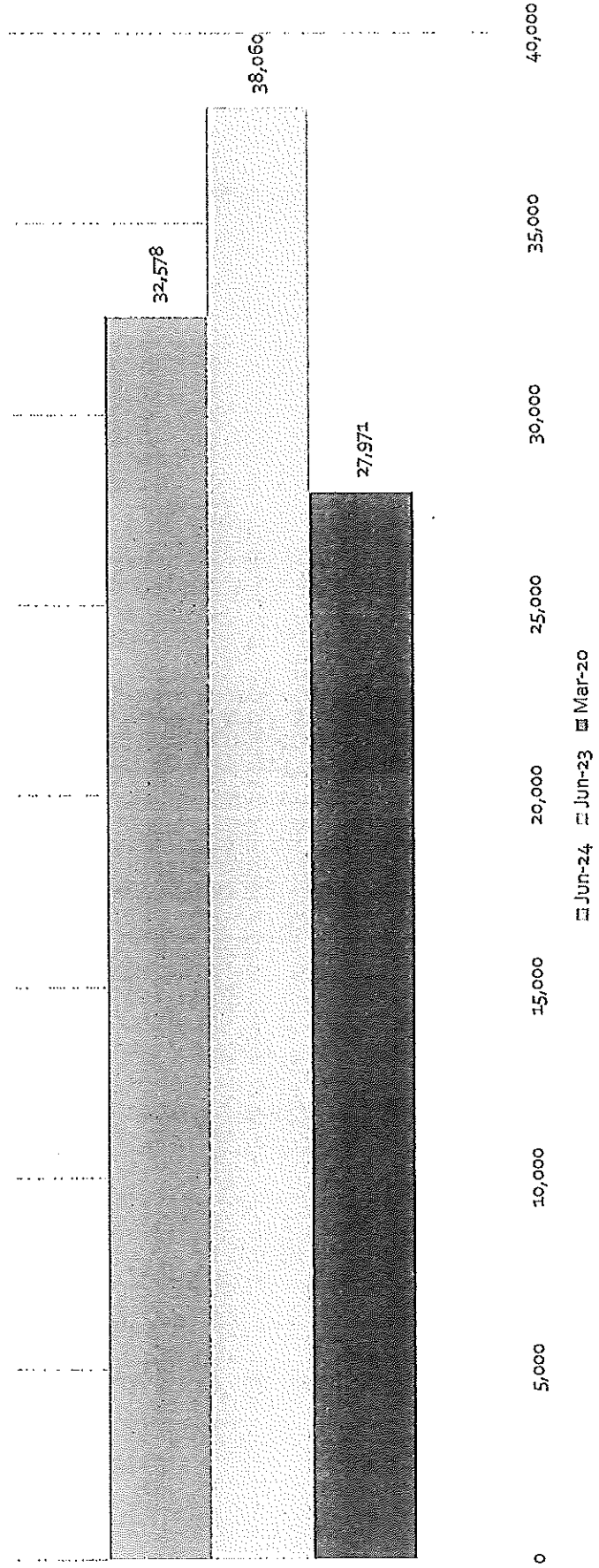
In the past 5 years, the average total allotment amount per year was \$35,446,773. The average monthly allotment for AGs was \$242 in the past 5 years.



IM Central Caseload Changes-PHE

Includes Langlade, Marathon, Oneida, Portage

Caseload PHE Snapshots



Consortium Staffing and Caseload

53 staff maintain 32,578 cases

Staffing

- Langlade (6), Marathon (27), Oneida (9*), Portage (11)
- Remains at 53, same as pre-PHE
- Staff are less experienced post PHE due to increasing turnover
- Caseload increased by 4600
 - Many first-time recipients

By work team

- EBD-14
- Family-39*
 - 7 family staff are trained in child care, 4 assigned at a time
 - 2 family staff also take EBD calls when assigned to call center

Not including lead workers or benefit recovery staff

*One staff works energy assistance and isn't always available for ES.



Strategies Used to Manage Unwinding Workload

- DHS provided LTEs-IM Central was assigned 3 full time staff
- Retirees hired back as LTEs
- Overtime
- System hours were expanded to allow flexible hours
- Close monitoring of specialized funding sources
- Aligned refresher trainings with dates DHS provided that policy waivers were set to end



Post PHE Workloads

- Utilizing Overtime-less than unwinding, LTEs extended
- No longer have DHS LTEs- ended 6/30/24
- Caseload up 16-17% from pre-PHE
- Additional scripts and screens, policies keeping benefits open longer
- Return of FoodShare interview requirements 9/1/24 will further increase time needed to handle cases by 45 minutes-1 hour/case
- Staffing turnover
 - 18 new staff in 2023, 8 in 2024 and staff leaving for full time remote work
 - 2-4 months to train staff, 1 year before they feel comfortable, 2 years to be proficient
 - Anticipated retirements-12 to 14 staff in next 2-3 years
 - Expected to create a ripple effect as lead and line staff are promoted