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LANGLADE COUNTY



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MEETING MINUTES

Committee: Executive Committee
Date: Tuesday, February 12, 2019
Time: 9:00 a.m.
Location: County Board Room, Lower Level of the Safety Building, 840 Clermont Street

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

- 1 Meeting called to order at 9:00 a.m.
- 2 Conduct Roll Call.

EXECUTIVE/LEGISLATIVE COMMITTEE			
Name	Role	Status	
Dave Solin	Chair	Present	
Ron Nye	Member	Present	
Don Scupien	Member	Present	
William Livingston	Member	Present	
Ben Pierce	Member	Present	
Non- Committee Members Present			
Name	Interest	Name	Interest
Sandy Fischer	Supervisor	John Medo	Supervisor
Ron Barger	Health & DSS Director	Angie Close	Economic Development Dir.
Tina Ver Hagen	Interim H/R	Erik Rantala	Forest Administrator
Terry Brand	Citizen	Robin Stowe	Corporation Counsel
Judy Nagel	Cty. Clerk/Rec. Secretary	Roger Buck	Citizen
George Shinnars	Citizen	Bill Brandt	Mayor
Pam Resch	Finance Director	Mark Westen	Sheriff
Jim Balzer	Emergency Management		

- 3 Recite the Pledge of Allegiance.
- 4 **Approve/amend Minutes of January 8, 2019 Executive Committee Meeting:** Motion by Scupien, second by Livingston to approve the minutes of January 8, 2019. All ayes, motion carried.
- 5 **Public comment on Agenda items and consideration of requests for items to be added to future meeting agendas.** No public comment. Corporation Counsel Stowe distributed a copy of the Transition Plan for County Administrator for Langlade County Government. Included was a draft job description, draft budget and draft employment agreement, with a copy provided to each Board member. This will be an on-going agenda item for Executive.
- 6 **Review written report from Economic Development Corporation:** Economic Development Director Close presented the written report of the Economic Development Corporation.

Meeting Minutes (Continued)

Motion by Livingston, second by Nye to accept the January Economic Development Report. All ayes, motion carried.

- 7 Update on the Revolving Loan Fund (RLF) Close Program:** Economic Development Director Close updated the Committee on the status of the RLF, as the program is now closed, giving the City/County two years to review and disperse funds for eligible projects. Close reviewed the fund balance, the possible annual income of the fund, discussing a project that the City of Antigo has in progress. Mayor Brandt addressed the Executive Committee, describing the project: revitalizing Fifth Avenue, from Lincoln to Superior Street, making it pedestrian friendly, possibly increasing property values with the changes. Discussion held. Motion by Nye, second by Livingston to authorize the City of Antigo to make a buyout payment to State to de-federalize the Revolving Loan Fund, upon approval of the City Council's February meeting. All ayes, motion carried.
- 8 Discuss with possible action the creation of Park Assistant Position, as a casual employee, in the Parks Department:** Forest Administrator Rantala addressed the Committee, requesting the creation of a casual employee to assist the current park manager. Motion by Nye, second by Scupien to approve the creation of Park Assistant Position, as a casual employee, in the Parks Department. Discussion held as to the park budget deficit; economic impact to the community, both direct and indirect to the community. Discussion as to camp grounds under private lease management; reviewing other counties and their camp grounds. All ayes, except Pierce nay. Motion carried. Chairman Solin forwarded to the Forestry Committee to review camp grounds under private lease management.
- 9 Discuss with possible action creating a Social Work Technician Position:** Health and Social Services Director Barger reviewed the proposed job description for a Social Work Tech position, with that position, upon completion of a bachelor's degree and successful internal evaluation, reclassified into an existing case worker/social work staff position. Discussion on placement cost; involvement of Northwoods Family Resource Center in Langlade County. Barger request this Social Work Tech position be placed on the Matrix, for future social worker vacancies. Motion by Nye, second by Pierce to approve the creation of a Social Work Technician Position in the Social Services Department. All ayes, motion carried.
- 10 Review speakers in the audience that request to speak:** Discussion on speakers that request to speak at Committee and Board Meetings. Discussion also on handouts for the Committee and/or Board. Board Rules are as such:

ADDRESSING THE BOARD:

Rule

- 4.1 Except during public comment or public hearing, any person wishing to address the County Board must first receive permission from a majority of the members present. Persons wishing to address the Board must also observe the subject matter and time limitations imposed by the Chairman of the Board; and not more than two people shall address the Board speaking for or against the same subject. County employees may address the Board from time to time as requested.
- 4.2 Any written communication addressed to the County Board shall identify the source or author, and a copy shall be provided to the County Clerk. The County Clerk shall note during the County

Meeting Minutes (Continued)

Board meeting any correspondence received which complies with this rule.

The Committee agreed to address this at the next County Board Meeting. Information only.

- 11 Discuss and take possible action regarding Supervisor vacancy for District #16 Towns of Ainsworth, Elcho-Ward 2, and Langlade-Ward 2:** Chairman Solin introduced Roger Buck, as Mr. Buck has shown interest in the District #16 vacancy. Mr. Buck introduced himself to the Committee. Motion by Pierce, second by Livingston to approve the Chairman's appointment of Roger Buck to the Langlade County Board for the District #16 vacancy. All ayes, motion carried.

Motion by Scupien, second by Pierce to excuse Nye at 10:15 a.m. All ayes, motion carried.

- 12 Discuss alert process regarding weather conditions in Langlade County:** Sheriff Westen and Emergency Management Director Balzer discussed with the Committee weather issues that Langlade County has recently faced. Corporation Counsel Stowe reviewed the County Closure Policy. Discussion on the use of Everbridge Notification System in Langlade County. Discussion continued as to closure decisions outside of work hours; coordinating the Chairman of the Board, Sheriff and Highway Commissioner regarding closure of County Offices. Information only.

- 13 Discuss policy regarding attendance at out of town meetings/trainings:** Corporation Counsel Stowe discussed the control of the County Board Budget, paying expenses for training, lodging and mileage, with Committee Chairmen giving approval to attend. Clerk Nagel read the policy regarding credit card charges and sales tax on credit cards. Discussion on the tax being charged to credit cards. This item will be forwarded to the Finance Committee. Information only.

- 14 Strategic Planning Update for Langlade County:** Corporation Counsel Stowe reviewed the past planning meeting, reviewing the list created by the Board, Department Heads and public. John Medo discussed the ideas of working in-house and/or getting outside consultation, questioning what the vision of strategic planning is. Discussion held regarding stakeholders, benchmarks, action plans. Chairman Solin asked the Committee: wait until the wage study is completed and Administrator position is addressed or proceed with the planning. Discussion will continue at the February County Board.

- 15 Report on activities of the Retained County Authority (RCA) Committee (North Central Health Care):** Corporation Counsel Stowe informed the Committee of the role of RCA. Stowe has requested RCA for NCHC to operate a sober living environment. Laura Scudiere will be presenting at the next RCA meeting regarding sober living environment. Information only.

- 16 Review Departmental Budgets presented to the Committee:** Corporation Counsel Stowe stated that a copy of his office budget was placed in the Committee's drop boxes. Information only.

- 17 Review resolutions received from other Counties:** No resolutions.

- 18 Schedule next meeting:** March 5, 2019 at 11:00 a.m. in the County Board Room.

Meeting Minutes (Continued)

19 Adjourn the Meeting: Motion by Scupien, second by Pierce to adjourn the meeting at 11:15 a.m. All ayes, motion carried.

Minutes transcribed and submitted by:

Judy Nagel,
County Clerk