

MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE
Date: Wednesday, October 23, 2024
Time: 5:30 PM
Location: Highway Department 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 5:32 PM
2. Conduct Roll Call by Chairman Pierce.

ADMINISTRATIVE COMMITTEE			
Name	Role	Status	
Ben Pierce	Chairman	Present	
Justin Sorano	Vice-Chair	Present	
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
Doug Curler	Supervisor	Al Murray	Forest Administrator
Kevin Bouche	Maintenance Director	Mark Westen	Sheriff
Niel Schueller	Town of Summit Supervisor	Angie Close	Economic Development
Jim Bertram	Owner, Bertram	Sarah Lawrence	Bartram Strategic Partner
Judy Nagel	County Clerk/Rec. Secretary	Danny Spatchek	Antigo Daily Journal

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. **Approve/amend the minutes of the Administrative Meeting of September 25, 2024:** Motion by Maier, second by Medo to approve the Administrative Meeting Minutes of September 25, 2024. All ayes, motion carried.
6. **Elect a Vice-Chair of the Administrative Committee:** Medo nominates Sorano for Vice-Chair of the Administrative Committee. Chairman Pierce called three times for nominations. Motion by Mayr, second by Bauknecht to close nominations and cast a unanimous ballot for Sorano as Vice-Chair of the Administrative Committee. All ayes, motion carried.
7. **Appointment to the Wisconsin Valley Library Service Board of Trustees Representing Langlade County: Judy Peterson:** No action was taken, discussion only. This appointment will be on the County Board Agenda in October under the Consent Agenda.
8. **Appointment to the North Central Regional Planning Commission for Langlade County, a seat currently held by Reinhardt Balcerzak, set to expire in January of 2025:** Discussion was held. Balcerzak is interested in continuing the appointment that is set to expire in January 2025. No action was taken. This appointment will be on the County Board Agenda in October under the Consent Agenda.
9. **Discussion only: City of Antigo claiming exemption from the Antigo Public Library Tax:** The Committee discussed the tax exemption that the City of Antigo is requesting from the Antigo Public Library. Each Committee member

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discussed the tax change with their Town Chair, except Mayr, represents city residents. Corporation Counsel Stowe discussed funding, circulation costs, utilization of the Library, and the Joint City/County Library Agreement that is currently in effect. The Committee requests that this discussion go to the Unit/Admin Meeting in December to better explain the proposed tax changes to the Towns. The County Administrator and Corporation Counsel will prepare the fiscal changes if the City of Antigo claims exemption from the Library and present this information at the Unit/Admin Meeting.

- 10. Insurance Broker Reporting Structure – Corporation Counsel:** Corporation Counsel Stowe stated the oversight of the County Administrator is the Administrative Committee. Stowe explained the County Open Enrollment Process currently happening in the County. Stowe discussed the relationship between the County Administrator and Assurity representative, husband and wife. Stowe contacted WCA Andy Phillips on the Insurance Broker Reporting Structure for Langlade County, discussing Wis. Stats. 19.59. Stowe stated he and H/R Generalist have selected Assurity as an option for supplemental insurance, an employee-paid insurance, processed through payroll deductions, allowing the employees to leverage a group rate. The Committee discussed transparency, and disclosing the reporting structure. Sheriff Westen requested Langlade County review the Code of Ethics for Public Officials and Employees and Conflict of Interest, located in the Employee Handbook. Motion by Maier, second by Mayr to approve the proposed Insurance Broker Reporting Structure, Corporation Counsel, and H/R Generalist, working with the employees on this supplemental benefit, with the insurance plans set to start in 2025. All ayes, motion carried.
- 11. Discuss the Endorsement of the Broadband Equity, Access, and Deployment (BEAD) Project for Bertram Communications to Include Broadband Expansion to All Eligible Broadband Service Locations within Langlade County:** Economic Development Director Close explained the BEAD Project and the processes for funding. Closed introduced Jim Bertram, owner of Bertram Communications, and Sarah Lawrence, Bertram's Strategic Partner. The Committee reviewed the eligible locations map, 3457 eligible locations for broadband service. Those on the Broadband Committee shared their thoughts on endorsing Bertram Communications. Discussion held on towers, fiber, PSC managing the funding, and the Federal Funding, noting the due date for the endorsement is December 18, 2024. Motion by Maier, second by Medo to approve and forward to County Board Resolution #16-2024 Endorsement of Broadband Equity, Access and Deployment (BEAD) Project for Bertram Communications to include Broadband Expansion to all Eligible Broadband Service Locations within Langlade County. All ayes, motion carried.
- 12. Discuss Revisions to Ordinance Section 3.02 “Sale of Tax Delinquent Land”:** Corporation Counsel Stowe discussed Act 207, the proposed WCA Ordinance, and the proposed Langlade County Ordinance. The Committee will review the proposed Ordinance, and discussion will be on the November 18, 2024 Administrative Agenda.
- 13. Discuss Future Land Sales:** Forest Administrator Murray discussed county land on Highway K that could be subdivided, possibly 9 lots, and sold to the public. Discussion held. Motion by Maier, second by Sorano to approve Forest Administrator Murray contacting a surveyor and proceeding with actions to sell county land on Highway K. All ayes, motion carried.
- 14. Discuss Using Opioid Funding for Architectural Review of Jail Intake Cells and Classrooms, referred by Public Property:** Sheriff Westen discussed with the Committee the need for more intake cells and a classroom, as the current classroom is currently used for Inmate Zoom meetings with the Courts. Westen stated there are currently 119 beds and 3 receiving cells in our Jail. County Administrator Hilger discussed the options for using Opioid Funding for Architect Fees for reviewing Jail Intake Cells and Classrooms. Discussion on bids and/or quotes for this project. Motion by Maier, second by Medo to approve using Opioid Funding for an Architectural Review of the Langlade County Jail Intake Cells and the Classrooms. All ayes, motion carried.
- 15. ADRC-CW Meal Costs:** County Administrator Hilger stated that ADRC requested an increase in meal costs, of 5%. Hilger stated that this will be included in the 2025 Budget.
- 16. 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. Stowe highlighted the NCHC Diversion Program, shared costs, and direct costs associated. Stowe also discussed the change in the Child Support Office, transitioning the Coordinator to CSA Director. Report available from Corporation Counsel.
- 17. County Administrator H/R Update:** County Administrator Hilger discussed the current staffing levels, vacancies, and training staff. Hilger also thanked the Land Conservation and Zoning Department for the successful recycling drive held today. Discussion held. No action.

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- 18. County Administrator Update:** County Administrator Hilger discussed the 2024 budget, reviewing the General Fund Balance, and discussing expenses, income, and sales tax. Hilger also stated that there are bargaining meetings with the Union currently happening.
- 19. Verify the date of the next meeting:** November 18, 2024, at 4:00 p.m. in the Hearing Room across from the County Board Room.
- 20. Adjourn the meeting:** Motion by Sorano, second by Pierce to adjourn the October 23, 2024 Administrative Meeting at 7:50 p.m. All ayes, motion carried.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary