



MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE
Date: Monday, November 13, 2023
Time: 5:00 PM
Location: County Board Room, Lower Level of the Safety Building

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

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

1. Meeting called to order at 5:00 PM
2. Conduct Roll Call by Chairman Pierce. Motion by Medo, second by Mayr to excuse Balcerzak. All ayes, motion carried.

ADMINISTRATIVE COMMITTEE			
Name	Role	Status	
Ben Pierce	Chairman	Present	
Todd Mayr	Member	Present	
John Medo	Member	Present	
Reinhardt Balcerzak	Member	Absent	
Steve Maier	Member	Present	
Robert Benishek	Member	Present	
Bruce McDougal	Member	Present	

Others Present			
Name	Interest	Name	Interest
Jason Hilger	County Administrator	Robin Stowe	Corporation Counsel
Doug Curler	Supervisor	Duane Haakenson	Zoning Administrator
Tammy Wilhelm	County Treasurer	Angie Close	Economic Development Director
George Shinner	Member of the Public	Andy Dvoracek	Amp Americans
Greg Wolf	Spring Breeze Group	Judy Nagel	County Clerk/Rec. Secretary
Jeff Wickersheim	Member of the Public		

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. Approve/amend the minutes of Administrative Meeting of October 4, 2023: Motion by Benishek, second by Medo to approve the meeting minutes of September 27, 2023. All ayes, motion carried. Minutes of September 27, 2023 Administrative Meeting are approved.
6. Public comment on agenda items and consideration of requests for items to be added to future meeting agendas: No public comment.
7. Meet with Andy Dvoracek (VP, Amp Americas) to discuss Initial Resolution to issue Industrial Development Revenue Bonds in an amount not exceed \$45 million for manure digester to renewable natural gas project sponsored by Amp Americas LLC (on behalf of Spring Breeze Dairy located in Bryant WI). : Dvoracek addressed the Committee, giving a brief intro Amp Americas, explaining what a digester does to the manure to produce bio gas (natural gas), receiving a credit for the conversion of methane to CO2, requesting conduit bond financing at a County level. Discussion on the digester, greenhouse gas, carbon trading, permitting for the project, benefits to the dairy, benefits to the County, term of the agreement. Wolf discussed this project, doing something to be more sustainable in the future, along with holding down energy costs and tax benefits to the Community.

Motion by McDougal, second by Maier to forward to the November County Board, Resolution #34-2023 declaring the official intent of Langlade County, Wisconsin to reimburse certain original expenditures related to the

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construction of certain solid waste facilities from the proceeds of one or more series of tax-exempt conduit revenue bonds to be issued by the County after the payment of such original expenditures by RDF Spring, LLC or another entity of which Amp Americas II, LLC is the sole member. All ayes, motion carried.

8. **Treasurer Wilhelm and Zoning Administrator Haakenson: approval of fees for customized downloads and print-outs of information and/or that represent the actual, necessary and direct costs for assembling and reproducing records:** Haakenson and Wilhelm addressed the Committee regarding the changes to the new real estate software for the County, discussing the proposed change in fees to produce requested customized downloads and printouts of information, currently at \$50 per hour, requesting this be changed to \$60 per hour. Discussion held. Motion by Medo, second by Benishek giving the County Administrator the authority to set the fee schedule with the Treasurers' Office and the Land Records' Department. The County Administrator will report to the County Board changes to the fee schedule. All ayes, motion carried.
9. **Discuss Financial Policy Manual: Sale or Conveyance of Tax-Deed Property Policy Revisions:** Corporation Counsel Stowe presented proposed Tax-Deed Property Policy revisions, providing information in the italics on the proposed policy. Discussion held. Motion by Benishek, second by McDougal to adopt the proposed Tax-Deed Property Policy Revisions. All ayes, motion carried.
10. **County to take Tax Deed to Delinquent Tax Deed Parcel 028-0463.001. Proceed with Town of Summit and Proposed Intergovernmental Development Agreement regarding 028-0463.001:** Corporation Counsel Stowe discussed this tax delinquent parcel, stating that this parcel will need a development agreement for environmental clean-up, with funding from the County and the Town. Discussion held. Motion by Mayr, second by Medo to approve taking Tax Deed to Parcel 028-0463.001, contingent upon the Town of Summit signing the Intergovernmental Development Agreement. All ayes, motion carried. Corporation Counsel Stowe will reach out to the Town of Summit to finalize the agreement.
11. **RS #29-2023 Authorize Submission of the Application Relating to Langlade County of the Northwoods Housing Rehabilitation Program Participation in the Wisconsin Community Development Block Grant Housing Program for Small Cities. Public Hearing to be on November 27, 2023:** County Administrator Hilger discussed Resolution #29-2023. Motion by McDougal, second by Mayr to forward RS #29-2023 to the November County Board for action. All ayes, motion carried.
12. **Update or Report on Activities from Corporation Counsel Stowe:** Stowe provide a verbal report to the Committee on the activities of the Corporation Counsel's Office: legal services on the CDBG audit; IT incident; Public Service answering point; familiarize with IRB process; TPR Jury Trial in January; researching the process to transfer DSS case to home residence; re-learn the process for title searches; contract to assist towns with tax collection; agreement for the diversion program for service providers; fiber cut accountability; procurement for projects over \$25,000 refresher; Child Support staffing issues; FBO contract land lease. Information only.
13. **Update or Report on Activities/Grants from County Administrator Hilger:** County Administrator Hilger thanked Stowe for the services provided this last month in many areas of the County. Hilger discussed personnel issues, cost of living/net costs for living in this area. Discussion held. Medo discussed the recent tour to the Matsche Farm and discussion on application of manure, possibly requiring the manure to be incorporated when applied except for hay fields. Maier discussed documentation of the meeting for the Sheriff. Discussion on the staffing in Child Support. Discussion on employee recognition for the holidays. Information only.
14. **Verify date of next meeting:** Next Admin Meeting is set for January 17, 2024 at 5:00 p.m.
15. **Adjourn the meeting:** Meeting adjourned at 7:05 p.m.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary