



MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE
Date: Tuesday, June 13, 2023
Time: 5:30 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 5:30 PM
2. Conduct Roll Call by Chairman Pierce.

| ADMINISTRATIVE COMMITTEE | | | |
|--------------------------|----------------------|-------------|------------------------------|
| Name | Role | Status | |
| Ben Pierce | Chairman | Present | |
| Todd Mayr | Member | Present | |
| John Medo | Member | Present | |
| Reinhardt Balcerzak | Member | Present | |
| Steve Maier | Member | Present | |
| Robert Benishek | Member | Present | |
| Bruce McDougal | Member | Absent | |
| Others Present | | | |
| Name | Interest | Name | Interest |
| Jason Hilger | County Administrator | Robin Stowe | Corporation Counsel |
| Tina Wild | Clerk of Courts | Judy Nagel | County Clerk, Rec. Secretary |
| Tammy Wilhelm | County Treasurer | | |

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. **Approve/amend the minutes of Joint Admin/Personnel Co Meeting of May 18, 2023:** Motion by McDougal, second by Mayr to approve the Joint Admin/Personnel Co. Meeting of May 18, 2023. All ayes, motion carried.
6. **Vacancies on the County Board of Supervisors: District 11: Town of Rolling – Ward 2 and District 12 – Town of Norwood:** Clerk Nagel provided the Committee the applications for District 11. The Committee reviewed each of the applications. Motion by Balcerzak, second by Maier to approve Andrew Bauknecht for District 11 Supervisor. All ayes, motion carried. Bauknecht will be invited to the June 26, 2023 County Board Meeting.
7. **Discuss purposed changes to per diem for County Board Supervisors:** Discussion on increasing the County Board per diems, currently at \$50 per meeting and \$60 for Committee Chairman and the Board Chair receives \$7500 annually. Discussion on Langlade County being self-organized and possibly receiving salary verses per diem. Maier suggest obtaining comparables and bring this information back to the Committee.
8. **Discuss referral from Forestry and Recreation Committee: Creation of Park and Recreation Maintenance Position for the 2024 Budget:** Hilger discussed the Park and Recreation Maintenance Position to be budgeted in the 2024 budget. Hilger stated this position was approved by Forestry and Rec and Personnel Committees, and is before the Administrative Committee regarding the funding, which Hilger stated would be from the Forestry and Rec LTE budget and the Forestry and Rec Revenue. Discussion on reviewing the return on investment of this position. Motion by Balcerzak, second by Medo to approve the Creation of Park and Recreation Maintenance Position in the 2024 Budget. All ayes, motion carried.
9. **Discuss Funding for Deputy Register in Probate Position in the Clerk of Court Budget, possible funding from vacant Corp Counsel vacant Legal Secretary Position:** Hilger explained the change of staff, for the Clerk of Court, Register in Probate/Juvenile Court Clerk and the Corporation Counsel. Hilger is looking to reallocate

Meeting Minutes (Continued)

funding from the Corporation Counsel budget. Motion by Benishek, second by Mayr to approve funding for the Deputy Register in Probate/Deputy Juvenile Court Clerk with funding from the vacant Corp Counsel Legal Secretary Position. All ayes, motion carried.

10. **Discuss proposed Policy to allow Employee to complete 8 hours of Community Service Annually:** Hilger discussed the proposed policy allowing Employees to complete 8 hours of Community Service annually, approval of their Supervisor, and a request form must be provided to the Supervisor, submitted to payroll. Motion by McDougal, second by Maier to approve the Policy to allow Employee completing 8 hours of Community Service Annually. All ayes, motion carried.
11. **Land Sales: Opening of Offers to Purchase of County Owned Forest Land:** Hilger opened the one sealed bid received on Parcel 030-0345 in the Town of Upham. Sam Van Den Heuvel bid \$38,150. Discussion held. Motion by Medo, second by Balcerzak to accept the bid from Van Den Heuvel for \$38,150. All ayes, motion carried.
12. **Discuss referral from Forestry & Recreation Committee: Funding for Restroom Project at the Fairgrounds, currently project is funded at \$195,000 for a 2.5 hole unit, proposed cost is \$263,755 for a 5.5 hole unit:** Discussion on the campground/restroom project at the Fairgrounds. Motion by Maier, second by Mayr to approve the purchase of the 5.5 hole unit, with the additional funding of \$68,755 coming from the Forestry Rec Fund. All ayes, motion carried.
13. **Request Wisconsin Counties Association Legislative Priority: Restricting State Acquisition of Land or Land Interest as identified in Langlade County Resolution #15-2023:** Discussion on Towns and Counties be informed on decisions regarding the future planning and development of acquisitions of Land or Land interests in Langlade County and throughout the State. Motion by Medo, second by Mayr to request Wisconsin Counties Association make restricting the State on acquisitions of land or land interest Legislative Priority. All ayes, motion carried.
14. **Discuss Resolutions from Price & Polk Counties: Request the State of Wisconsin to Address Concerns of Act 216, Relating to Distribution of the Proceeds from the Sale of Tax Delinquent Property to the Former Owner:** Discussion on Act 216 and the US Supreme Court State of Minnesota Decision regarding selling tax delinquent parcels, with proceeds. Discussion continued. Stowe will follow up with WCA and others on distribution of proceeds from tax delinquent parcels.
15. **Update on Delinquent Land Sale Properties from June 2022:** Corporation Counsel Stowe will do research on how to proceed with the two parcels listed below:
 - N11153 Oak Lane, Elcho, Parcel 008-2188**
 - N9053 Water Power Lake Road, Deerbrook, Parcel 030-1338**
16. **Discuss County Picnic, Thursday, July 20, 2023 at Perch Lake:** Hilger discussed the upcoming County Picnic to be held at Perch Lake Campground, in conjunction with the Campground Grand Opening. Discussion on picnic hours, office closures, RSVP to determine needs for the picnic. Hilger will work with HR Generalist and Supervisors on picnic supplies.
17. **Update or Report on Activities/Grants from County Administrator:** Hilger discussed the recent State Aid amount the County is to receive, along with increased funding from the State for the Victim Witness Coordinator Position. Discussion on COVID money in the Health Department and ARPA funds.
18. **Verify date of next meeting:** July 13, 2023 at 4:30 p.m.
19. **Adjourn the meeting:** Motion by McDougal, second by Mayr to adjourn the June 13, 2023 Administrative Meeting at 7:25 p.m. All ayes, motion carried.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary