



MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE
Date: Tuesday, September 3, 2024
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 others, please silence cell phones and please notify the Chairman if you intend to record this meeting.

1. Meeting called to order at 5:31 PM
2. Conduct Roll Call by Chairman Pierce. Motion by Medo, second by McDougal to excuse Maier. All ayes, motion carried.

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

Others Present			
Name	Interest	Name	Interest
Robin Stowe	Corporation Counsel	Jason Hilger	County Administrator
Teresa Poltrock	Supervisor	Al Murray	Forest Administrator
Doug Curler	Supervisor	Alan Horzewski	Assistant Airport Manager
Roy Dieck	Supervisor	Kevin Bouche	Maintenance Director
Danny Spatchek	Antigo Daily Journal	Thomas Eldredge	IT Director
Judy Nagel	Co. Clerk/Recording Sec.		

3. Please silence all cell phones.
4. Recite the Pledge of Allegiance.
5. Approve/amend the minutes of the Administrative Meeting of August 21, 2024: McDougal makes corrections to the agenda, which needs an approval date and posting date. Sorano makes a correction to the meeting minutes of August 21, 2024, agenda item #6, Fourth Avenue Property, bid, and motion that both should be \$14,750. Motion by McDougal, second by Sorano to approve the corrected meeting agenda and corrected minutes of August 21, 2024. All ayes, motion carried.
6. 2024 County Employee Picnic: Discussion held on dates available at the Fairgrounds for the County Employee Picnic. The Committee agreed to October 2, 2024, from 11 a.m. to 1:00 p.m. in the Clover Room. More will be going out to the employees.
7. Discuss the pros/cons of moving the state to the other end of the County Board Room: The Committee discussed the location of the TVs, the options within the County Board Room, and how to allow the stage people the ability to see one of the screens in the room. The IT Director suggests adding an additional TV, which will also require a new HDMI cable. The Committee agreed to the proposed change.
8. Discuss 2025 Budget Considerations:
Maintenance Upgrades: Maintenance Director Bouche discussed the proposed 2025 Capital Improvement Items: HCC Boiler replacement, Safety Building updated controls, Courthouse upgraded to automated temp controls, and Resource Center Parking Lot. Bouche discussed current projects that will be completed in 2024: Grease Trap in the

Meeting Minutes (Continued)

Safety Building, and Courthouse Parking Lot. Discussion held. County Administrator Hilger discussed carryforward money in the Maintenance Budget, along with short-term borrowing for 2025 Maintenance Upgrades that were discussed above.

Perch Lake Campground Electricity Proposal: Forest Administrator Murray discussed the design-build for electricity at Perch Lake Campsites, receiving two bids, to be installed by early June 2025. WPS estimate for 800-amp service to the Campground was \$38,000 and the low bid was \$247,000. Murray stated he receives many requests for electricity and a beach at Perch Lake Campground. County Administrator Hilger will put in the 2025 proposed budget \$300,000 for electricity at Perch Lake Campground.

Short-Term Borrowing: Discussed under Agenda Item #9.

Fairgrounds Bathroom Project: Forest Administrator Murray discussed the Huffcut building installation, including plumbing and electrical. Murray received two bids to complete the Fairgrounds Bathroom Project, to be completed by May 15, 2024. County Administrator Hilger stated there are carryover funds, \$97,000, and there will be an additional \$100,000 in the 2025 Proposed Budget to complete the Fairgrounds Bathroom Project.

2025/2026 Hangar Project: Assistant Airport Manager Horzewski discussed the Hangar Project at the Airport, noting discussions with the BOA, discussing block grant money. Horzewski will work with the State and Feds on the funding source for the Hangar Project. Discussion on the runway expansion, the FAA Master Plan, and commercial operations at the Airport. The Committee agreed to wait until 2025/2026 for further hangar discussions.

Any other 2025 Budget Considerations: IT Director Eldredge estimated the transition to Microsoft to be \$50,000 for licensing.

- 9. 2025 Budget Update:** County Administrator Hilger discussed the proposed 2025 levy limits, equalized values, short-term borrowing, capital projects, wage adjustments, and COLA. Hilger will contact Banks for the short-term borrowing rates and terms. Discussion held. Hilger also discussed the dispatching staffing, budgeting for 9, and continuing the Marathon County Dispatching Contract. Hilger is proposing to short-term borrow \$2.4 Million.

Motion by Mayr, second by McDougal to excuse Medo at 7:12 p.m. All ayes, motion carried.

- 10. County Administrator H/R Update: Consider changing President's Day Holiday to a Floating Holiday:** County Administrator Hilger discussed changing President's Day to a floating holiday so that the employees can use it at their discretion. Discussion held. Motion by Mayr, second by Bauknecht to change President's Day to a floating holiday. All ayes, motion carried.
- 11. County Administrator Comments/Updates:** County Administrator Hilger stated things are going well, working with Department Heads on operations and budget. Hilger noted Deputy Bargaining will be soon.
- 12. Verify the date of the next meeting:** September 25, 2024, at 5:30 p.m.
- 13. Adjourn the meeting.** Motion by McDougal, second by Bauknecht to adjourn the September 3, 2024 Administrative Meeting at 7:30 p.m. All ayes, motion carried.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary