Sawyer County

Agenda
County Board of Supervisors Meeting
Thursday, May 21, 2020 @ 6:30 PM
Large Courtroom; Sawyer County Courthouse

Page

1. PUBLIC ACCESS TO VIRTUAL MEETING
   a. From computer, iPad, Android device, click on this link to join the webinar: https://zoom.us/j/95611604772
   b. Or dial this telephone number for listen only: 312-626-6799
      i. Webinar ID: 956 1160 4772

2. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

4. MEETING AGENDA

5. PUBLIC COMMENTS
   a. If you are on a computer, click the "Raise Hand" button and wait to be recognized.
   b. If you are on a telephone, dial *9 and wait to be recognized.

6. MINUTES FROM PREVIOUS MEETING
   3 - 4
      a. County Board 4-30-20
   5 - 7
      b. County Board 4-21-20

7. APPOINTMENTS
   a. Farm Service representative appointment to LWFRC
   b. Zoning Committee Appointment

8. COVID-19 UPDATE - JULIA LYONS
   8 - 16
      a. Board Update 2020.05.21
9. LAND, WATER, AND FOREST RESOURCES COMMITTEE CHAIR REPORT

10. HEALTH AND HUMAN SERVICES BOARD CHAIR REPORT

17

a. ADRC Recognition Month 2020

11. ECONOMIC DEVELOPMENT & UW EXTENSION COMMITTEE CHAIR REPORT

12. ZONING COMMITTEE CHAIR REPORT

18 - 29

a. Zoning Amendment Request #20-003
RZN #20-003 CB staff report packet
ZC Signed RZN #20-003 Resolution

30 - 40

b. Zoning Amendment Request #20-004
RZN #20-004 CB staff report packet
ZC Signed RZN #20-004 Resolution

13. PUBLIC SAFETY COMMITTEE CHAIR REPORT

14. PUBLIC WORKS COMMITTEE CHAIR REPORT

15. FINANCE COMMITTEE CHAIR REPORT

41

a. Referendum - Levy Increase Board

16. JOHN CAIN FROM VENTURE ARCHITECTS, OPTIONS FOR SECOND COURTROOM - DISCUSSION ONLY

17. COUNTY ADMINISTRATOR'S REPORT

42 - 47

a. Administrator's Admin Committee Report 2020-05

18. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY

48 - 49

a. 2020 County Officials Workshops Registration

If you wish to view the meeting and are unable to access Zoom, contact Sawyer County Clerk’s office prior to the meeting at 715-634-4866
County Board Chair Tweed Shuman called the April meeting of the Sawyer County Board of Supervisors to order. Roll call was as follows (x indicates present):

District | Supervisor | T = Town, V = Village, C = City, W = Ward
---|---|---
x 01 - Dale Schleeter – T Lenroot W 1, T Hayward W 7, C Hayward W 5 and 6
x 02 - Jesse Boetcher – T Lenroot W 2, T Round Lake W 1
x 03 - Tweed Shuman – T Hayward W 1 and 2
x 04 - Troy Morgan – T Hayward W 3 and 4
x 05 - James H. Schlender Jr. – T Hayward W 5 and 6
x 06 - Marc D. Helwig – C Hayward W 1 and 2
x 07 - Thomas W. Duffy – C Hayward W 3 and 4
x 08 - Bruce Paulsen – T Bass Lake W 1 and 2
x 09 - Susie Taylor – T Bass Lake W 3 and 4
x 10 - Chuck Van Etten – T Sand Lake, T Edgewater W 1
x 11 - Dale Olson – T Edgewater W 2, T Bass Lake W 5, T Hayward W 8, T Meteor, T Couderay, V Couderay
x 12 - Dawn Petit – T Spider Lake, T Round Lake W 2, T Winter W 1
x 13 - Ron Kinsley – T Hunter, T Radisson W 1, T Ojibwa W 1, V Radisson
x 14 - Ron Buckholtz – T Radisson W 2, T Ojibwa W 2, T Weirgor, V Exeland, T Meadowbrook
x 15 - Helen Dennis – T Winter W 2, T Draper, V Winter

The agenda for the meeting was presented as follows:

- Call to order, Roll Call, Pledge of Allegiance
- Certification of compliance with the open meetings law
- Meeting agenda
- Public Health Update
- Committee and Representative Appointments
- Administrator's Report
- Resolution to extend County’s Emergency Order - motion by Schleeter; 2nd by Dennis to extend the county’s emergency order by 60 days. Motion carried

Resolution to extend Business License Due Date – motion by Morgan; 2nd by Buckholtz to extend due date for Business License to September 30. Roll call vote as follows: Boetcher – yes; Shuman – yes; Morgan – yes; Schlender – yes; Helwig – yes; Duffy – yes; Paulsen – yes; Taylor – yes; Van Etten – yes; Olson – yes; Petit – yes; Kinsley – yes; Buckholtz – yes; Dennis – yes; Schleeter – yes. 15 - yes; Motion carried

Committee and Representative Appointments – motion by Duffy, 2nd by Schlender to approve assignments. Roll call vote was as follows: Shuman – yes; Morgan – yes; Schlender – yes; Helwig – yes; Duffy – yes; Paulsen – yes; Taylor – yes; Van Etten – yes; Olson – no; Petit – yes; Kinsley – yes; Buckholtz – yes; Dennis – yes; Schleeter – yes; Boetcher – yes. 14 - yes; 1 – no Motion carried

Administrator's Report – Discussion, notes attached to agenda
Resolution to spend no more than $8,500 on fourth option for second court room – Discussion and motion by Morgan, 2nd by Petit. Roll call vote as follows: Morgan – yes; Schlender – yes; Helwig – yes; Duffy –
yes; Paulsen – yes; Taylor – yes; Van Etten – yes; Olson – yes; Petit – yes; Kinsley – yes; Buckholtz – yes; Dennis – yes; Schleeter – yes; Boetcher – yes; Shuman – yes. 15 – yes Motion carried

John Cain will make a presentation on the fourth option at the May 21st County Board Meeting.

Meeting adjourned at 7:35 pm

Approved Resolutions are on the Sawyer County website under Agendas and Minutes and copies are available in the Sawyer County Clerk’s Office.

Minutes prepared by Cindy Lehner and Carol Williamson
Draft
Minutes of the meeting of the Sawyer County Board of Supervisors
Tuesday, April 21, 2020; 6:30 p.m.;
Large Court Room, Sawyer County Courthouse

Chair Tweed Shuman called the April meeting of the Sawyer County Board of Supervisors to order. Roll call was as follows (x indicates present)

**district - supervisor - T = Town, V = Village, C = City, W = Ward**

- 01 - Dale Schleeter – T Lenroot W 1, T Hayward W 7, C Hayward W 5 and 6
- 02 – Jess Boettcher – T Lenroot W 2, T Round Lake W 1
- 03 - Tweed Shuman – T Hayward W 1 and 2
- 04 – Troy Morgan – T Hayward W 3 and 4
- 05 – James H. Schlender Jr. – T Hayward W 5 and 6
- 06 – Marc D. Helwig – C Hayward W 1 and 2
- 07 - Thomas W. Duffy – C Hayward W 3 and 4
- 08 - Bruce Paulsen – T Bass Lake W 1 and 2
- 09 – Susie Taylor – T Bass Lake W 3 and 4
- 10 – Chuck Van Etten – T Sand Lake, T Edgewater W 1
- 11 – Dale Olson – T Edgewater W 2, T Bass Lake W 5, T Hayward W 8, T Meteor, T Couderay, V Couderay
- 12 – Dawn Petit – T Spider Lake, T Round Lake W 2, T Winter W 1
- 13 - Ron Kinsley – T Hunter, T Radisson W 1, T Ojibwa W 1, V Radisson
- 14 – Ron Buckholtz – T Radisson W 2, T Ojibwa W 2, T Weirgor, V Exeland, T Meadowbrook
- 15 – Helen Dennis – T Winter W 2, T Draper, V Winter

Public Access to meeting
https://www.youtube.com/channel/UCMACjwEk87O2hOU3tNji38RQ/live
If you wish to view the meeting and are unable to access YouTube, contact Sawyer County Clerk Carol Williamson prior to the meeting at 715-634-4866

Call to Order
County Board Oath of Office administered by Judge John Yackel
Roll Call
Pledge of Allegiance
Certification of Compliance with the Open Meetings Law

Meeting Agenda
Election of County Board Chair and Vice Chair
Minutes from Previous Meetings: March 19, 2020
Adoption of Sawyer County Board of Supervisors Policy and Procedure Manual
  Administrative Committee Recommended Revisions – Discussion and possible action
  Standing Committee Structure – Discussion & possible action
  Any other Policy Revisions – Discussion & possible action
County Board Member Orientation
Approve Bank Signature Card change if New County Board Chair
Finance Committee Chair Report
Administration Committee Report
  Special meeting April 30, 2020 to confirm appointments and other agenda items
COVID 19 updates
County Administrator’s Report
Correspondence, reports from conferences and meetings, other matters for discussion
Chair Shuman called meeting to order at 6:30 pm

Judge John Yackel administered the oath of office to all 15 County Board members.

Chair Shuman requested the COVID update be moved on the agenda to between items 9 and 10. Motion by Helwig, 2nd by Petit, to approve the agenda with moving the COVID update.

Chair Shuman opened nominations for County Board Chair. Duffy nominated Shuman, 2nd by Morgan. Buckholtz nominated Schlender. Nominations were closed. Supervisor Schlender addressed the board. Supervisor Shuman addressed the board. Secret ballots were submitted. Shuman received 10 votes; Schlender received 5 votes. Shuman is County Board Chair.

Shuman opened nominations for County Board Vice Chair. Morgan nominated Schleeter. Helwig nominated Schlender. Nominations were closed. Schleeter addressed the board. Schlender addressed the board. Secret ballots were submitted. Schleeter received 8 votes. Schlender received 7 votes. Schleeter is the County Board vice Chair.

Motion by Duffy, 2nd by Buckholtz, to approve the minutes from the March 19, 2020 meeting. Motion carried

Public Health Officer Julia Lyons provided a remote review and update of COVID 19 in Sawyer County.

The Board was provided the Sawyer County Board of Supervisors Policy and Procedure Manual with proposed changes from the Administration Committee. Motion by Kinsley, 2nd by Morgan, to approve the amended policy with the understanding that the Board compensation continues at the current level until the annual meeting in 2021. Motion carried

The Board discussed dividing the Economic Development and UW Extension Committee departments and organizations and assign to other committees or hear reports at the County Board meeting. Motion by Kinsley, 2nd by Helwig, to keep the Standing Committee Structure as it is. Roll Call vote was as follows: The roll call vote was as follows: Schleeter – no; Boettcher – abstain; Shuman – yes; Morgan – no; Schlender – abstain; Helwig – yes; Duffy – yes; Paulsen – no; Taylor – yes. Van Etten – no; Olson – yes; Petit – no; Kinsley – yes; Buckholtz – no; Dennis – no. The motion failed with 6 voting yes and 7 voting no.

Recessed for five minutes at 7:45 pm. Reconvened at 7:50 pm

Chair Shuman will bring two scenarios for committee assignments to the County Board meeting on April 30, 2020. One scenario with current committee structure and one scenario with no Economic Development and UW Extension Committee.
Wisconsin Counties Association will offer new member orientation in June. All board members are welcome to participate.

Finance Committee Chair Bruce Paulsen reported to the Board. The Finance Committee held a virtual meeting on April 16. The Committee discussed effects of COVID on county revenue and expenses, and a second courtroom and/or a second circuit judge.

County Administrator Tom Hoff reviewed the timeline regarding a second circuit judge for Sawyer County. The Board will be provided additional information at the April 30 Board meeting.

The County received answers to some of the questions from the January Finance Committee. Finance Committee discussed a possible fourth option for a second courtroom. Architects will analyze utilizing the existing courthouse space, do a review, and offer a fourth plan for $8500.

Sales tax projected to come in $300,000 to $400,000 under budget due to COVID 19. Revenue from Zoning permits and interest on investment also projected to come in under budget. County staff is tracking costs and time due to COVID 19 for possible reimbursements.

Working on a referendum to exceed the levy limits, a resolution to County Board by July 2020 to have a referendum on the November 3, 2020 ballot. If the referendum fails, the board will have to make tough decisions. Revenue options include a Wheel Tax and borrowing for capital assets. In addition, the board will need to cut services in the larger departments: Sheriff's Department, Health and Human Services, and the Highway Department.

The Administration will present a resolution at the April 30, 2020 County Board meeting to spend no more than $8,500 to develop a fourth option for using the Courthouse space for a second courtroom.

County Administrator Tom Hoff reported to the Board. The Administrators Report will be attached to the April 30, 2020 Board meeting agenda. Currently there is one door, from the parking lot, unlocked to allow employees and public to enter the courthouse for essential business. Drop boxes are at the front entrance and the rear entrance off the parking lot. Minimal staff is working in the courthouse. Most employees are working remotely thanks to the work of the County IT staff, Mike Coleson and Alex Butterfield.

Motion by Kinsley, second by Morgan, to convene in Closed Session pursuant to Section 19.85 (c) Wisconsin Statutes, to consider the renewal of the Sawyer County Administrator Contract. Motion carried unanimous

The Board reconvened in open session to take action on Closed Session. Motion by Petit, 2nd by Helwig, to approve the Sawyer County Administrator Contract. Motion carried

Adjourned 8:42 pm

Audio of the County Board meeting is on the website.

Minutes prepared by Carol Williamson
SUPREME COURT DECISION

• Supreme Court Decision
  • 252.02 Powers and duty of the department

• 252.03 Duties of local health officers

  • (1) Every local health officer, upon the appearance of any communicable disease in his or her territory, shall immediately investigate all the circumstances and make a full report to the appropriate governing body and also to the department. The local health officer shall promptly take all measures necessary to prevent, suppress and control communicable diseases, and shall report to the appropriate governing body the progress of the communicable diseases and the measures used against them, as needed to keep the appropriate governing body fully informed, or at such intervals as the secretary may direct. The local health officer may inspect schools and other public buildings within his or her jurisdiction as needed to determine whether the buildings are kept in a sanitary condition.

  • (2) Local health officers may do what is reasonable and necessary for the prevention and suppression of disease; may forbid public gatherings when deemed necessary to control outbreaks or epidemics and shall advise the department of measures taken.

  • (3) If the local authorities fail to enforce the communicable disease statutes and rules, the department shall take charge, and expenses thus incurred shall be paid by the county or municipality.

  • (4) No person may interfere with the investigation under this chapter of any place or its occupants by local health officers or their assistants.
IMPACTS OF THE DECISION

• 252.25
  • Violation of law relating to health. Any person who willfully violates or obstructs the execution of any state statute or rule, county, city or village ordinance or departmental order under this chapter and relating to the public health, for which no other penalty is prescribed, shall be imprisoned for not more than 30 days or fined not more than $500 or both.

• Ordinance Review
  • All jurisdictions need to review ordinance that are in place regarding public health law to insure that if we need to write an order we have enforcement behind the order.
POTENTIAL FUTURE ORDERS

• Will use surveillance data to drive an orders

• Considerations
  • Large gathering
  • Business
  • Sporadic around the county

• Most likely will be in 2 week increments and not like the Safer at Home

• Will be specific to the situation and not wide spread
  • Example: best practice for reopening is no self-serve stations. This is not an order at this time but if an outbreak can be traced back to self-serve or there is a concern, an order might be written to stop all self-serve stations.
CURRENT STATE

• Cases
  • 7 positive cases
    • 3 recovered
    • 0 deaths
  • 611 negative cases
MASS TESTING

• Thursday May 14 – Winter
  • 102 tested

• Friday May 15 – Hayward
  • 262 tested

• Results
  • 5 positive
  • 3 Sawyer County & 2 from other counties
  • Of the 5 positive cases – 4 were asymptomatic
FUNDING

• COVID-19 Funding
  • Helping us get through the first few months

• CARES Funding
  • Additional funding coming through for the rest of the year
  • Focus will be on contact tracing and coordination for the fall when we will still have COVID-19 plus influenza to combat
MASKING

• Why mask?
  • You don’t know if you are a carrier of COVID-19
  • You are able to wear a mask without detriment to yourself
  • You are being a good neighbor and protecting others
WHEREAS, like all Wisconsinites, aging and older adults and folks with disabilities deserve to live with dignity, security, and maximum independence and quality of life; and

WHEREAS, the growth of our aging population, coupled with the rising cost of health and long-term care, creates an imperative to make efficient and effective use of both private and public resources; and

WHEREAS, in 1998, Wisconsin became the first state to develop Aging and Disability Resource Centers (ADRCs), and provided the model for a nationwide initiative that began in 2003; and

WHEREAS, ADRCs are welcoming and accessible places where aging and older adults, folks with disabilities, and their families can be connected to reliable information, unbiased advice about their options, and simplified access to appropriate resources and services; and

WHEREAS, by helping individuals and families make more informed choices, Aging and Disability Resource Centers help folks conserve their personal resources, maintain self-sufficiency, and delay or prevent the need for public resources and potentially expensive long-term care;

NOW, THEREFORE, I, Tony Evers, Governor of the State of Wisconsin, do hereby proclaim May 2020 as

AGING AND DISABILITY RESOURCE CENTER MONTH

throughout the State of Wisconsin and I commend this observance to all our state's residents.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this 27th day of April 2020.

TONY EVERS
GOVERNOR

Douglas La Follette
Secretary of State
Rezone Request

STAFF REPORT FOR COUNTY BOARD

Prepared By: Jay Kozlowski, Sawyer County Zoning & Conservation Administrator

File: # RZN 20-003

Applicant:
Jon & Markus Armstrong
W7235 Old 14
Ladysmith, WI 54848

Property Location & Legal Description:
The West 1/8 of the NE 1/4 of the SW 1/4; S15, T39N, R09W; Parcel #026-939-15-3101; 20 Total Acres; Zoned Residential/Recreational One (RR-1)

Request: Rezone 20.0 acres from Residential/Recreational One (RR-1) to Commercial (C-1). As per applicant’s statement, “This would be to maximize the economic potential with the parcel by expanding an existing small business in the area. The land has already been logged and the resources are expunged. Rezoning this land would allow the applicant to expand a dock and lift business to include boat storage and retail sales for docks, lifts, and water accessories. Christmas trees would be replanted to revive the ecosystem and provide aesthetic and privacy for the operation.”

Summary of Request & Project History:
The applicant(s) are requesting to conditionally rezone 20.0 acres of RR-1 to C-1 (see attached map of parcel). The proposed rezone would result in conforming lot dimensional requirements. The purpose of this request would then be to have a permitted use within the commercial-one zone district. The use as specified by the applicant is for boat storage and retail sales for docks, lifts, and water accessories.

Additional Information/details:
See attached additional maps included in this packet. The nearest C-1 zoned property in relation to this property is an adjacent portion of C-1 to the SW of this parcel along the HWY 70 corridor. The future land use map for the Town of Sand Lake shows this area as forest residential. Forest residential as defined by the Town of Sand Lake comprehensive plan are areas where the town has seen the largest growth in residential development and is projected to continue to be privately owned forest areas. Areas within the forest residential district are to maintain a minimum density of one home per five acres. The Town of Sand Lake has approved
the requested rezone request as it would not create a traffic or highway access problem and would not be damaging to the rights of others. There are a few other residential structures within the immediate area specifically north of County Hwy E approximately 250’ from the start of the subject property.

**Zoning Committee Public Hearing Information:**

There was 7 opinion letters sent to property owners within 300’. 5 of the letters were returned with 4 no-objections and 1 objection, and read into record. The Town of Sand Lake approved the rezone request on March 20, 2020 stating that it would not create traffic or highway access problems and would not damage the rights of others.

At the Sawyer County Zoning public hearing meeting on May 15, 2020 it was recommended for approval to County Board by a vote of 5-0 with the findings of facts determined as:

1. It would not be damaging to the rights of others or property values
2. It would not be detrimental to ecology, wild life, wetlands or shorelands.
Town of Sawd Lake  
Sawyer County

SUBJECT: Change in Zone District Application

TO:  Sawyer County Zoning and Conservation Administration  
10610 Main Street, Suite 49  
Hayward, WI 54843  
E-mail: kathy.marks@sawyercountygov.org

Owner: Jan G & Mark's J Arndt
Address: 55549 County Hwy E  
Stone Lake, WI 54876

Property description:

Lot 1/2 NE 1/4 S15, T39N, R09W, #026-939-15.3101
20 TOTAL ACRES

Change from District:  RR1        to      C1

Purpose of request:

To maximize the economic potential with my land parcel by expanding my existing small business in the area. The land has already been
leased, and the revenue is currently profitable. This land would allow
me to expand my check-out lift business to include a 400' storage and retail sales
for snow, lift and outdoor accessories. The Christmas tree will be replanted to enhance the
ecosystem and provide aesthetic and privacy for my operations.

Public Hearing:

*Signature of property owner(s). The above hereby make application for a change in
zone district and the above certify that the listed information and intentions are true
and correct. The above person hereby gives permission to access the property for onsite
Inspections.

Name & Address of Agent:

Phone:  
Email:  

Fee: $400 as of 01/06/2020

- MK}
Real Estate Sawyer County Property Listing

Today's Date: 1/27/2020

Property Status: Current


Ownership

Updated: 12/5/2019

JON G & MARKUS J ARMSTRONG

Updated: 12/5/2019

LADYSMITH WI

Billing Address:

JON G & MARKUS J ARMSTRONG

W7235 OLD 14

LADYSMITH WI 54848

Mailing Address:

JON G & MARKUS J ARMSTRONG

W7235 OLD 14

LADYSMITH WI 54848

Site Address

15569W COUNTY HWY E

STONE LAKE 54876

* indicates Private Road

Tax Districts

Update: 2/6/2007

1 State of Wisconsin

57 Sawyer County

026 Town of Sand Lake

572478 Hayward Community School District

001700 Technical College

Local Government

Property Assessment

Updated: 2/6/2007

2020 Assessment Detail

Code

Acres Land Imp.

G6-PRODUCTIVE FOREST

20,000 30,000 0

2-Year Comparison

2019 2020 Change

Land: 30,000 30,000 0.0%

Improved: 0 0 0.0%

Total: 30,000 30,000 0.0%

Property History

N/A
SAWYER COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. __________

Case #20-003  Owner Name Jon & Markus Armstrong

RESOLUTION TO AMEND SAWYER COUNTY OFFICIAL ZONING MAP

WHEREAS, Wisconsin law permits Sawyer County (the “County”) to adopt certain zoning ordinances and amend its existing zoning ordinances, including amendments to the County’s official zoning map;

WHEREAS, the owner of real property located at The West ½ of the NE ¼ of the SW ¼; S15, T39N, R09W; Parcel #026-939-15-3101; 20 Total Acres; Zoned Residential/Recreational One (RR-1). (the “Property”), and as more fully described as set forth in Exhibit A, which is attached hereto and incorporated herein, requested a rezoning of the Property’s zoning designation from Residential/Recreation One (RR-1) to Commercial One (C-1) (the “Zoning Designation Amendment”);

WHEREAS, the Sawyer County Zoning Committee (the “Zoning Committee”), at its meeting on May 15, 2020, reviewed the proposed Zoning Designation Amendment for the Property;

WHEREAS, the Zoning Committee voted to recommend approval/denial of the proposed Zoning Designation Amendment to the Sawyer County Board of Supervisors (“County Board”); as determined by findings of Fact included as Exhibit B.

WHEREAS, the County Board determined, at its meeting on June 18, 2020, that adopting the proposed Zoning Designation Amendment for the Property is warranted to protect the health, welfare and safety of its citizens.

NOW, THEREFORE BE IT RESOLVED, by the Sawyer County Board of Supervisors approves the following:

1. Amendment to Official Zoning Map. The Property’s zoning designation shall be amended to C-1.

2. Additional Actions. The Sawyer County Department of Zoning and Conservation Administrator (or his/her designee) shall take all necessary steps to ensure that the amendment adopted herein is completed.
This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Zoning Committee on this May 15, 2020.

May 21, 2020

Ron Buckholtz,  
Bruce Paulsen,

Troy Morgan,  
Dawn Petit,

Jesse Boettcher,  

This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 18th day of June, 2020.

Tweed Shuman,  
Sawyer County Board of Supervisors Chairman  
Carol Williamson,  
County Clerk
EXHIBIT A

Property Description

Property Description: The West 1/2 of the NE 1/4 of the SW 1/4; S15, T39N, R09W; Parcel #026-939-15-3101; 20 Total Acres; Zoned Residential/Recreational One (RR-1).

Case: #RZN 20-003 Owner: Jon & Markus Armstrong
Rezone Request

STAFF REPORT FOR COUNTY BOARD

Prepared By: Jay Kozlowski, Sawyer County Zoning & Conservation Administrator

File: # RZN 20-004

Applicant:
Buff Creek Concepts INC
W11820 Buff Creek Trail
Bruce, WI 54819
Agent: Shad Strom

Property Location & Legal Description:
Part of the S28, T41N, R08W; Parcel #010-841-28-3403; 5.03 Total Acres;
Zoned Agricultural One (A-1)

Request: Rezone 5.03 acres from Agricultural Once (A-1) to Commercial (C-1). As per applicant’s statement this would be for, “The relocation of a construction company (Buff Creek Concepts, INC. as well as a potential retail shop.”

Summary of Request & Project History:
The applicant(s) are requesting to conditionally rezone 5.04 acres of A-1 to C-1 (see attached map of parcel). The proposed rezone would result in conforming lot dimensional requirements. The purpose of this request would then be to have a permitted use within the commercial-one zone district for the operation and buildings for a construction company doing business at the location. The applicant has also expressed that they may also be interested in constructing a retail shop in the future as well. This would also be a permitted use in the proposed C-1 zone district.

Additional Information/details:
See attached additional maps included in this packet. The nearest C-1 zoned property in relation to this property is immediately adjacent to the west. There is a larger block of commercial land in this area along the Hwy B and Hwy K corridor. Also the LCO Casino is just south of this property along Hwy B. The future land use map for the Town of Hayward shows this area as Ruraltrans or Rural Transitional (RT). RT, as defined by the Town of Hayward comprehensive plan, is to identify certain lands in proximity to developed areas, to be preserved mainly forestry, and open spaces uses until such time as more intensive development may be appropriate. Areas within the RT classification shall be transitioned and new development shall
be limited in accordance with all Town Policies including the Highway Corridor District. Appropriate Sawyer County base zoning districts within the RT future land use areas include C-1 and the Town does not require an amendment to the future land use map if the Town determines that the new classification is appropriate for more intensive development.

The USDA web soil survey does show this as prime farmland area but as the aerial map shows this is currently a completely wooded lot.

**Zoning Committee Public Hearing Information:**

There was 4 opinion letters sent to property owners within 300’. One of the letters was returned with no-objections, and read into record. The Town of Hayward approved the rezone request on April 17, 2020 stating that it would not be damaging to the rights of others.

At the Sawyer County Zoning public hearing meeting on May 15, 2020 it was recommended for approval to County Board by a vote of 5-0 with the findings of facts determined as:

1. It would not be damaging to the rights of others or property values
2. It is consistent with the Town of Hayward Comprehensive Plan.
Rezone Application # 20-004
Town of Hayward
Sawyer County

To: Sawyer County Zoning and Conservation
10610 Main Street, Suite 49
Hayward, WI 54843

Phone: 715-634-8288
E-mail: Kathy.marks@sawyercountygov.org

Owner: Buff Creek Concepts, Inc.

Address: WI1820 Buff Creek Trl, Bruce, WI 54819
Phone: 762-820-3004 Email: shadstram@buffcreekconcepts.com

Legacy PIN #: 010841283403 Zoned: A1

Acreage: 5.03

Change from District: to District: A1 to C1

Property Description: Part SESE  Section 28  T41N  R08W

Purpose of Request: Relocation of Construction Company (Buff Creek Concepts, Inc.) Potential Retail

*Please Print & Sign (Property Owner)
The above hereby make application for a rezone. The above certify that the listed information and intentions are true and correct. The above person(s) hereby give permission for access to the property for onsite inspection by Municipal Officials.

Name, Address, Phone & Email of Agent:

Phone:  

Email:

Office Information: Fee: $400.00  Date of Public Hearing 1/17/20

Rev. 1/2020
### Real Estate - Sawyer County Property Listing

**Today's Date:** 2/11/2020

<table>
<thead>
<tr>
<th>Description</th>
<th>Updated: 8/22/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tax ID:</strong></td>
<td>11471</td>
</tr>
<tr>
<td><strong>PIN:</strong></td>
<td>57-010-2-41-08-28-3</td>
</tr>
<tr>
<td><strong>Legacy PIN:</strong></td>
<td>010841283403</td>
</tr>
<tr>
<td><strong>Mig ID:</strong></td>
<td>12.3</td>
</tr>
<tr>
<td><strong>Municipality:</strong></td>
<td>(010) TOWN OF HAYWARD</td>
</tr>
<tr>
<td><strong>STR:</strong></td>
<td>S28 T41N R08W</td>
</tr>
<tr>
<td><strong>Recorded Acres:</strong></td>
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<tr>
<td><strong>Calculated Acres:</strong></td>
<td>4.593</td>
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<td><strong>Lottery Claims:</strong></td>
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<tr>
<td><strong>First Dollar:</strong></td>
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<tr>
<td><strong>Zoning:</strong></td>
<td>(A-1) Agricultural One'</td>
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<tr>
<td><strong>ESN:</strong></td>
<td>444</td>
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<table>
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<tr>
<th><strong>Tax Districts</strong></th>
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<td>1</td>
<td>State of Wisconsin</td>
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<tr>
<td>010</td>
<td>Sawyer County</td>
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<td>Town of Hayward</td>
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<td>57/2478</td>
<td>Hayward Community School District</td>
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<td>001700</td>
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<td><strong>WARRANTY DEED</strong></td>
<td>Date Recorded: 10/12/2018 414849</td>
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<td><strong>QUIT CLAIM DEED</strong></td>
<td>Date Recorded: 4/29/2016 400807</td>
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<td><strong>PERSONAL REPRESENTATIVES DEED</strong></td>
<td>Date Recorded: 3/3/2015 394563</td>
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<td><strong>DOMICILIARY LETTER</strong></td>
<td>Date Recorded: 3/3/2015 394562</td>
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<td><strong>SUMMARY ASSIGNMENT-PROBATE</strong></td>
<td>Date Recorded: 3/13/1997 266396</td>
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<tr>
<td><strong>WARRANTY DEED</strong></td>
<td>Date Recorded: 3/16/1978 163822 291/522 P627/155</td>
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**Property Status:** Current

**Ownership**

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<tr>
<th><strong>Billing Address:</strong></th>
<th>BUFF CREEK CONCEPTS INC</th>
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<td><strong>Mailing Address:</strong></td>
<td>BUFF CREEK CONCEPTS INC</td>
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<table>
<thead>
<tr>
<th><strong>Site Address:</strong></th>
<th>Indicates Private Road</th>
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**Property Assessment**

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<table>
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<tr>
<th><strong>Code</strong></th>
<th><strong>2020 Assessment Detail</strong></th>
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<td>G1-RESIDENTIAL</td>
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<th><strong>2020</strong></th>
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<td><strong>Land:</strong></td>
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</tr>
<tr>
<td><strong>Improved:</strong></td>
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<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>26,600</td>
<td>26,600</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Property History**

| N/A |
SAWYER COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. __________

Case #20-004  Owner Name Buff Creek Concepts, Inc.

RESOLUTION TO AMEND SAWYER COUNTY OFFICIAL ZONING MAP

WHEREAS, Wisconsin law permits Sawyer County (the “County”) to adopt certain zoning ordinances and amend its existing zoning ordinances, including amendments to the County’s official zoning map;

WHEREAS, the owner of real property located at Part of the SE ¼ of the SW ¼; S28, T41N, R08W: Parcel #010-841-28-3403; 5.03 Total Acres; Zoned Agricultural One (A-1) (the “Property”), and as more fully described as set forth in Exhibit A, which is attached hereto and incorporated herein, requested a rezoning of the Property’s zoning designation from Agricultural One (A-1) to C-1_Commercial One (the “Zoning Designation Amendment”);

WHEREAS, the Sawyer County Zoning Committee (the “Zoning Committee”), at its meeting on May 15, 2020 reviewed the proposed Zoning Designation Amendment for the Property;

WHEREAS, the Zoning Committee voted to recommend approval/denial of the proposed Zoning Designation Amendment to the Sawyer County Board of Supervisors (“County Board”); as determined by findings of Fact included as Exhibit B.

WHEREAS, the County Board determined, at its meeting on June 18, 2020, that adopting the proposed Zoning Designation Amendment for the Property is warranted to protect the health, welfare and safety of its citizens.

NOW, THEREFORE BE IT RESOLVED, by the Sawyer County Board of Supervisors approves the following:

1. Amendment to Official Zoning Map. The Property’s zoning designation shall be amended to C-1.

2. Additional Actions. The Sawyer County Department of Zoning and Conservation Administrator (or his/her designee) shall take all necessary steps to ensure that the amendment adopted herein is completed.
This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Zoning Committee on this May 15, 2020.

May 21, 2020

Ron Buckholtz,            Bruce Paulsen,

Troy Morgan,              Dawn Petit,

Marc Helfen

This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 18th day of June, 2020.

Tweed Shuman,            Carol Williamson,
Sawyer County Board of Supervisors Chairman            County Clerk

Jesse Boettcher, Alternate Member
EXHIBIT A

Property Description

Property Description: Part of the SE ¼ of the SW ¼; S28, T41N, R08W; Parcel #010-841-28-3403; 5.03 Total Acres; Zoned Agricultural One (A-1).

Case #RZN 20-004 Owner: Buff Creek Concepts, Inc.
The Finance Committee has been considering additional sources of funding since October 2019 including the need for a referendum. The following is the Committee’s thinking on a referendum as of 5/14/20:

**Guiding Principle:**
Place a referendum on the ballot only if there is a clear need, not just a want.

**The Law**
On 3/3/20 the governor signed Act 126 which says in part the County ..... “may use it’s best estimate of its valuation factor, based on the most current data available” ..... Sawyer County does not need to wait until the Department of Revenue releases its annual equalized value report to place a referendum on the ballot.

There are other referendum related steps required by law not discussed here. This summary has not been reviewed by von Breisin.

**County 2021 Budget Outlook:**
Preliminary projections given to the Finance Committee by the County Administrator indicate that if we continue business as usual, the projected 2021 budget will have a deficit of about $900,000. This projected deficit does not include any additional staff costs to support a second judge. If that number holds, the County would either need to find other sources of revenue or cut services. The Finance Committee asked the County Administrator to firm up the 2021 budget projected budget and to recommend to the Committee at its April meeting weather or not the County should seek a referendum to exceed the levy limit.

**Referendum to Exceed Levy Limits**
All owners of Sawyer County property not living on the Lac Courte Oreilles reservation would have their taxes increased. About 52% of all residences in Sawyer County are owned by non-county residents.

Referendums are hard to pass.
The referendum resolutions the County Board considers needs to state:
- The proposed amount of the increase in the levy beyond the amount allowed
- The purpose for which the increase will be used
- Weather the increase is for the next fiscal year only or will it be ongoing

**Time line**
If the County Administrator determines that a referendum is needed to balance the 2021 without cutting services, it is most likely the referendum would be put on the November ballot. If that is the case, the time line would be:
- July or earlier - the Finance Committee recommends to the Board that a referendum to exceed the levy limit be placed on the general election ballot.
- August or earlier - the County Board adopts resolutions, by majority vote, to place the referendum on the November ballot.
- After the County Board adopts the resolutions to November 2, 2020 a case is made to convince the voters to approve the referendum
- October - County Clerk publishers a notice giving information for absentee voting.
- November -
  - County Clerk publishes required notices
  - General election
  - County Clerk certifies the results of the referendum to the Department of Revenue
COVID-19 Update: Where were you when you heard that the Wisconsin Supreme Court declared Emergency Order #28, Safer at Home, invalid and unenforceable? It is an extraordinary moment that will define an era. While Safer at Home came to a screeching halt, the responsibility we have of providing a safe and healthy environment for our citizens remains. COVID-19 will continue to impact the residents and businesses of Sawyer County and we will continue to adapt County services accordingly. Like last month, this list below is not intended to be a full COVID-19 update or a complete description of all COVID-19 work. Rather, this list may be used as a reference of COVID-19’s effects on Sawyer County’s operations:

COVID-19 Response:

Public Health Officer (PHO) and COVID-19 Response Team – Public Health Officer Julia Lyons and her staff, Emergency Management Director Pat Sanchez, and the entire COVID-19 Response Team continue to work tirelessly in responding to the ongoing changes in state orders, public health needs and evolving data. I continue to work closely with Julia, Pat and other members of the COVID-19 Response Team on a variety of issues on a daily (sometimes hourly) basis, and some of those issues are discussed in more detail below. The COVID-19 Response Team leaders, Sheriff Mrotek, Chairperson Shuman, Human Resources Manager Rose Lillyroot, Accounting Manager Mike Keefe and I continue our daily status calls at the end of every workday and meet at other times when necessary.

Business Re-Openings –

Enforcement – Enforcement of state Orders had become increasingly difficult over the last month. COVID-19 Response Team works closely with the Sheriff’s Department to answer enforcement questions, including sharing of confidential health information to first responders, enforcing the Stay at Home Order, and communicating with local businesses. The focus of this response has now changed from enforcing Safer at Home to assisting with the safe re-opening of businesses.

PHO Orders - Although the state Orders are no longer in place, the COVID-19 Team is working to identify any particular issues that require a local Order by the Public Health Officer. We are examining which existing County Orders are needed, the scope of need, and how County Orders may need to be modified. Information about County Orders is disseminated to the public through press releases and social media outlets.

Intergovernmental Cooperation – The communication with other Administrators of northern counties remains an important part of the COVID-19 response, particularly in light of the ongoing enforcement issues. I continue to participate in set weekly calls with...
WCA, WCEA, and NaCO for legal updates, information sharing and discussion. I also utilize the daily updates published by WCA, NaCO and other state organizations.

**Legislation, Executive Orders and Emergency Orders** – The Governor and DHS Secretary-designee Andrea Palm had issued Orders, modified Orders, and repealed Orders. While awaiting the Supreme Court’s decision, there were many legal questions whether the Governor’s Emergency Declaration would expire on May 12th. Those questions are now moot with the Safer at Home Order being declared invalid.

The Legislature also passed Act 185 which has an impact on the waiver of penalties and interest on delinquent property tax payments. I included more details regarding Act 185 and the impact on the County below. We continue to track other legislation, administrative rules and Orders to ensure that the law is being properly applied by the County. We also track professional and organizational guidance published by WCA, legal sources and others to assist in implementing new requirements and processes.

**Employee Work and Building Access:**

**County Employees’ Remote Work** – Many county employees continue to work remotely consistent with the plan we developed in late March. We monitor the effectiveness of the plan and modify as workloads necessitate. Foresters, Land Records, Child Support, Surveyors, UWEX, and some HHS divisions are all working remotely or in the field. Other County offices have minimal staff on a rotating basis such as the Register of Deeds, Treasury, Clerks, Zoning, Administration, and Courts. Rose Lillyroot, Department Administrators and I monitor remote work performance and modify the plan as workloads and seasonal activity dictates.

**Employee Benefits** – The ambush of legislation that required us to revise and adopt new employee policies to stay consistent with new laws addressing employee benefits has lightened. We continue to monitor Orders and legislation to ensure that County policies remain consistent with any new law.

**Building Access and Other Operational Changes:**

**Virtual Meeting Process** - We have developed and continue to improve the virtual meeting environment. In addition to providing a method for County Board members to participate in meetings remotely, we are now able to listen to remote public comments as needed. We also use virtual meetings for many other staff meetings, daily debriefings and meetings with other county administrators.

**Restricted Access/Single Point of Entry** – Access to the courthouse continues to be limited to a single point of entry being the door off the parking lot. The COVID-19 Response Team has published a lot of information for the public to assist in minimizing the in-person trips to the courthouse. Citizens may also may email or call a specific department to set up an in-person appointment if necessary. This will remain in effect until further notice.

**Maintenance/Cleaning Operations** – Maintenance staff, under the direction of Tim Hagberg, has suspended projects and routine maintenance and has redirected their efforts to focus on cleaning and disinfecting employee and public areas. They are also
installing a UV light system in the cold air return of all furnaces which will kill a high percentage of bacteria, germs, mold spores, and allergens present in the air circulating throughout the courthouse.

Screen/Mask – The PHO has implemented a masking protocol for employees that requires them to wear masks while at work under certain conditions.

Drop Boxes – We installed drop boxes for delivery of items that would otherwise be dropped off in-person at County offices. This has been effective in reducing in-person visits to the courthouse. Assigned staff check the drop boxes at least twice per day and items are delivered to the appropriate department. The drop boxes do not replace general mail service.

Other Financial Considerations:

COVID-19 Expense Tracking – COVID-19’s global financial impacts are already hitting Sawyer County. Departments have been instructed to track all eligible expenses so those may be claimed and reimbursed by the federal and state government. Accounting Manager Mike Keefe has set up codes within the financial system that will allow reporting of these expenses to FEMA once that process has been developed. We do not know the exact percentage of costs that will be reimbursed, however, the team is thorough in tracking to ensure any eligible cost will be claimed.

Reimbursement and Grant Funding – Both the state and federal governments moved relief bills in hopes to offset local governments’ expenses. We track all legislation, stay involved with WCA, and review daily briefings for up-to-date financial information. On Tuesday, May 12th, the House introduced the HEROES Act, which is the relief package that contains essential aid for local governments. The proposal provides for $187.5 billion in relief to counties including both lost revenues and increased expenditures.

Sales Tax Impact – Preliminary forecasts show a decrease in the County’s sales tax revenue of between $205,000 and $320,000 due to COVID-19. This decrease could be even greater with a protracted economic decline and further economic disruption.

Property Tax Payment Deadlines – On April 15, 2020, the Governor signed Assembly Bill 1038 which then became Act 185. Among other changes, this Act allows counties to approve waiving of interest and penalties on late property tax payments if paid prior to October 1, 2020. If the county adopts such a resolution, each taxing district could then adopt a similar resolution. This option will be brought before Committees and Board in May to discuss the ramifications of doing so.

Other New Matters:

2020 and 2021 Budget - Following the April 16th Finance Committee meeting, Mike Keefe and I are working on 2020 projections and 2021 budget. This information will provide more specific documentation for the need to proceed with a referendum, and will also provide an initial snapshot of the financial impacts of COVID-19 on the County’s increased expenses and reduced revenue.
Referendum – The Finance Committee will discuss holding a referendum this fall at its meeting on May 14th with more specific information from legal counsel and budget projections.

Tiger Cat Dam and Carlson Road Dam - Jay Kozlowski reports that both the Tiger Cat Dam and Carlson Road Dam projects are completed. Jay is working with DNR on final inspections, and thereafter the County may proceed with grant reimbursement.

**Ongoing Matters/Updates:**

**TimeClocks Plus** – The implementation of the TimeClocks Plus employee timekeeping system has resumed. Meetings are being scheduled to coordinate the next steps of the implementation process.

**County Trails** – All County trails are now open. The trails are usually closed until late April/early May to allow trail conditions to improve after the spring thaw, so the Governor’s Safer at Home Order delayed trail opening by only slightly. The OO Building had remained closed due to the Safer at Home Order, but its opening will be reconsidered now that the Wisconsin Supreme Court decision has been received.

**Airport Construction Projects** – Public Works Committee has been presented with some options for reconstruction of the airport’s apron and taxilanes. The project is anticipated to begin next spring. The airport’s beacon light is being scheduled for repairs as part of an overall airport improvement project. While the Public Works Committee reviewed the costs for the repairs to the beacon light tower, certain repairs must be expedited due to the light failures and need to comply with federal regulations.

With recent enactment of the CARES Act, there may is funding for operations or construction. Airport Manager Derek Leslie is working with the WI Bureau of Aeronautics who is working with the FAA regarding the administration of this funding.

**Secondary Dispatch** – A temporary secondary dispatch center has been set up in the Administration area of the courthouse in case it becomes necessary to isolate dispatch personnel from others within the Sheriff’s office.

**California Avenue Extension** – The City of Hayward prepared an initial construction plan for the extension of California Avenue through to Nyman Avenue. Construction has commenced on replacing the sewer main through the area behind the Senior Resource Center. While it was anticipated that the City would come before the Public Works Committee in May regarding a wider easement to allow for the road, the City has not yet completed the parcel map and easement document.

**Construction of Main Street in Hayward** – Construction continues and is still scheduled for completion by Memorial Day weekend. Main Street and cross streets will occasionally be closed to through traffic. Limitations on parking have reduced since many County employees are working remotely and the overall number of citizens conducting business at the courthouse has been reduced due to COVID-19.
Winter Depot Update – Mike Keefe and I discussed roof cost overruns with Ron Petit. We will continue working with Ron ensure on-going proper allocation of costs between the grant and the Friends.

2nd Circuit Court - As a reminder, it is anticipated that Sawyer County will be in the last cycle of counties to receive an additional circuit court but it will not become official until after November 14, 2021. The Director of State Courts reviews judicial need, County Board support and whether the County has the required infrastructure in place by May 31, 2023.

Second Circuit Court Infrastructure Planning – The resolution adopted unanimously at the April 30th County Board meeting directed staff to obtain a fourth construction option using existing courthouse space. Preliminary ideas were presented at the Public Works Committee meeting on May 13th. Based on the Committee’s feedback, pricing for the most functional ideas can be developed.

Referendum to Exceed Levy Limit and 2021 Budget: On April 16th, the Finance Committee discussed a referendum to exceed the levy limit. Given the financial impact of COVID-19, it was decided that Mike Keefe and I will work with department directors to work on 2020 projections and 2021 budget to provide more specific documentation for the need to proceed with a referendum. The referendum to increase the levy limit takes on new importance given the financial impacts of COVID-19 on the County’s increased expenses and reduced revenue.

OO Property Ground Lease and MOU – Discussions continue for the Ground Lease on the OO property with the American Birkebeiner Foundation went before the Land Water Forestry Resource Committee for review on March 11th. The Committee voted to table the documents until May so additional information could be located and in light of the COVID-19 virus’s impact on holding public meetings.

COBRA contract – After review of other proposals to determine cost efficiencies and compliance with regulations, we partnered with Diversified Benefits, Inc. for COBRA coverage on April 24, 2020.

Other Items:
• County Fairgrounds MOU
• Various open record requests
• CAFO moratorium discussion and potential legislative changes
• Ongoing Comprehensive Plan and Outdoor Recreation Plan updates
• Airport Hangar Lease/empty hangar inquiries
• Airport FBO fee oversight; FBO application process for hanger lessees and other businesses
• Dam repairs and construction; investigate special assessment process; potential lake district creation
• Ongoing meetings with Department Directors and Department issues
• Addressing ongoing human resources challenges
• Ongoing research and attention to alternative funding sources and grant opportunities to assist in County funding with topics beyond COVID-19
• Senior Resource Center – Budget and MOU
• Internal contract reviews
DUE TO SOCIAL DISTANCING REQUIREMENTS, THIS TRAINING WILL BE CONDUCTED USING A WEBINAR FORMAT IN 2020. FOR THOSE UNABLE TO ATTEND THE WEBINARS LIVE, RECORDINGS WILL BE POSTED ON THE WISCONSIN COUNTIES ASSOCIATION AND LOCAL GOVERNMENT CENTER WEBSITES.

THE WEBINARS ARE BEING OFFERED FREE OF CHARGE.

DATES & TOPICS

Monday, June 8, 2020 | 9:00 a.m. – 10:30 a.m.
- Who We Are: The UW-Madison Division of Extension Local Government Center and the Wisconsin Counties Association
- Roles and Responsibilities for County Officials

Monday, June 15, 2020 | 9:00 a.m. – 10:30 a.m.
- Wisconsin’s Open Meetings Law
- Agendas and Minutes
Monday, June 22, 2020 | 9:00 a.m. – 10:30 a.m.
• Running Effective Meetings
• County Budgeting

Monday, June 29, 2020 | 9:00 a.m. – 10:30 a.m.
• Wisconsin's Public Records Law
• Ethics and Conflicts of Interest

SPEAKERS

**Attorney Philip Freeburg** is a Distinguished Lecturer at the Local Government Center at the University of Wisconsin Madison Extension Division. Philip teaches and writes on local government law, including ethics, Open Meetings Law, Public Records Law, roles and responsibilities, Board of Review, and land use. He received his Juris Doctorate from the University of Wisconsin and a BA in History from the University of Wisconsin-Milwaukee. He is a member of the State Bar of Wisconsin as well as a member of the Federal District Court Bar for Eastern and Western Districts.

**Daniel Foth** is a Local Government Specialist at the Local Government Center at the University of Wisconsin Madison Extension Division. Daniel focuses on researching, teaching, and writing on Open Meetings Law, effective meetings, Board of Review, parliamentary procedure, transportation, and the future generation of local government elected officials. He has a B.S. degree from Illinois College, a J.D. degree from Hamline University, and is a retired member of the Minnesota Bar.

**Sarah Diedrick-Kasdorf** is Deputy Director of Government Affairs at the Wisconsin Counties Association (WCA). She began working for WCA in September 1991 as a Legislative Associate working on issues related to taxation and finance, personnel and labor relations, and judicial and public safety. She currently works on issues relating to health and human services. Sarah received a BA in political science and history from St. Norbert College.

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