1. PUBLIC ACCESS TO VIRTUAL MEETING
   a. From computer, iPad, Android device, click on this link to join the webinar: https://zoom.us/j/95015680309
   b. Or dial this telephone number for listen only: 312-626-6799
      i. Webinar ID: 95015680309

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
   a. County Board 5-21-20

7. RECOGNITION OF OFFICER RICHARD WELSCH JR.

8. PROCLAMATION HONORING THE LIFE AND EFFORTS OF MIKE SANCHEZ - DISCUSSION AND POSSIBLE ACTION
   a. Sanchez Proclamation

9. PUBLIC SAFETY COMMITTEE CHAIR REPORT
   a. Criminal Justice Coordinating Council Update - Discussion and
### 10. PUBLIC WORKS COMMITTEE CHAIR REPORT

**16 - 17**

a. California Avenue Extension to Nyman Avenue - Information only

   California Avenue plat

### 11. SECOND COURTROOM UPDATE - DISCUSSION AND POSSIBLE ACTION

**18 - 75**

a. Venture Architect Final Report 5-21-2020

   2020-05-28 - Constructability Assessment

### 12. ECONOMIC DEVELOPMENT & UW EXTENSION COMMITTEE CHAIR REPORT

**76**

a. WEDC $2500 grants for small businesses - Discussion and possible action

b. Annual Report_Econ Recovery Response Team_ 5.30.20-2

### 13. ZONING COMMITTEE CHAIR REPORT

### 14. LAND, WATER, AND FOREST RESOURCES COMMITTEE CHAIR REPORT

**77**

a. Windfall Cemetery resolution - Discussion and possible action

   Windfall cemetery resolution

**78 - 96**

b. Sawyer County Waste Storage Ordinance Version 3 - Discussion and possible action

   Waste Storage Ordinance V3 with Resolution

### 15. HEALTH AND HUMAN SERVICES BOARD CHAIR REPORT

### 16. FINANCE COMMITTEE CHAIR REPORT

**97 - 99**

a. Recommendation from Finance Committee to approve a resolution to issue debt for Capital Improvements.

   2020-06-17 Debt Resolution

**100 - 105**

b. County Demographics

**106 - 120**

c. 2021 Budget Presentation - Preliminary Discussion
### 17. VIRTUAL ATTENDANCE AT MEETINGS - DISCUSSION AND POSSIBLE ACTION

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<tr>
<th>Page</th>
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<tbody>
<tr>
<td>121 - 141</td>
<td>a.</td>
<td>Board Policy for 6-11-2020 Admin Comm</td>
</tr>
<tr>
<td>121 - 141</td>
<td>b.</td>
<td>Recommendation from Administration Committee to suspend Rule 2, 10. regarding virtual attendance at County meetings for one year.</td>
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</table>

### 18. COUNTY ADMINISTRATOR'S REPORT

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>142</td>
<td>a.</td>
<td>Administrator's Admin Committee Report 2020-06</td>
</tr>
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</table>

### 19. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY
Chair Tweed Shuman called the May 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 Boettcher – 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 (virtually)
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 (Virtually)
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

Public Access to Virtual Meeting See agenda on website

Call to Order, Roll Call, Pledge of Allegiance
Certification of Compliance with the Open Meetings Law
Meeting Agenda
Public Comments
Minutes from Previous Meetings: April 21, 2020 and April 30, 2020
Appointments
  - Farm Service Representative Appointment to LWFRC
  - Zoning Committee Appointment
COVID-19 Update – Julia Lyons
Land, Water, and Forest Resources Committee Chair Report
Health and Human Services Board Chair Report
  - ADRC Recognition Month 2020
Economic Development & UW Extension Committee Chair Report
Zoning Committee Chair Report
  - Zoning Amendment Request #20-003, Jon & Markus Armstrong
  - Zoning Amendment Request #20-004, Buff Creek Concepts INC
Public Safety Committee Chair report
Second Sawyer County Circuit Court
Public Works Committee Chair Report
Finance Committee Chair Report
John Cain from Venture Architects, options for second courtroom – discussion only
County Administrator’s Report
Correspondence, reports from conferences and meetings, other matters for discussion only

Chair Shuman called meeting to order at 6:30 pm

Motion by Duffy, 2nd by Helwig, to approve the minutes from the April 21 and April 30, 2020 meetings. Motion carried

Farm Service representative appointment to LWFRC will be on June agenda.

Need a change to members on the Zoning Committee. Chair Shuman proposed removing Marc Helwig, changing Jesse Boettcher from alternate to permanent member, and add Tweed Shuman as alternate. Motion by Helwig, 2nd by Kinsley, to approve the Zoning Committee membership as proposed. Motion carried

Public Health Officer Julia Lyons provided a review and update of COVID 19 in Sawyer County. The PowerPoint presentation is on the website under the County Board agenda.

Land, Water, and Forest Resources Committee Chair Bruce Paulsen reported to the Board. The LWFRC discussed timber revenue. Projections are on track for 2020 and at the high end of limits allowed by the DNR.

Health and Human Services Board Chair Dale Schleeter reported to the Board. Governor Tony Evers proclaimed May 2020 as Aging and Disability Resource Center Month throughout the State of Wisconsin. The Board appreciates the ADRC and commends the employees.

Economic Development and UW Extension Committee Chair James Schlender reported to the Board. Schlender recognized the Sawyer County/Lac Courte Oreilles Economic Development Corporation for their active involvement providing webinars and assistance to county residents and businesses regarding COVID-19, including PPE (personal protective equipment), policies, and other pandemic issues.

Zoning Committee Chair Ron Buckholtz reported to the Board

Zoning Administrator Jay Kozlowski presented Rezone #20-003, Jon & Markus Armstrong. Request to rezone 20 acres from Residential/Recreational 1 to Commercial 1 on County Hwy E. Town of Sand Lake approved. Zoning Committee approved. Motion by Helwig, 2nd by Buckholtz, to approve Resolution # 2020-21 amending the official Zoning Map. Motion carried.
Zoning Administrator Jay Kozlowski presented Rezone #20-004, Buff Creek Concepts INC. Request to rezone 5.03 acres from Agricultural One to Commercial 1 on County Hwy B. Town of Hayward approved. Zoning Committee approved. Motion by Helwig, 2nd by Dennis, to approve Resolution # 2020-22 amending the official Zoning Map. Motion carried.

Public Safety Chair James Schlender reported to the Board. Bus Safety will be on the June agenda. CJCC did not have a quorum at May meeting. Adding two At Large citizens from the County. Need to clarify by-laws, discuss staffing changes, and bail bond testing.

Public Works Chair Ron Kinsley reported to the Board. The Sawyer County Airport receiving COVID funds. At the May meeting, John Cain from Venture Architects presented optional plans for a second courtroom.

Finance Committee Chair Bruce Paulsen reported to the Board. The Finance Committee discussed a second courtroom, a referendum, and postponing property tax payments until October. The County Board needs to make a decision on building a second courtroom. The projected 2021 budget deficit is $900,000 before any consideration of a second courtroom or additional court staff. The Finance Committee agreed to hold a referendum to exceed the levy limit for current operating expenses and requested County Administrator Tom Hoff to bring forward a Resolution to the June Finance meeting. To allow postponing property tax payments would require software reprogramming for four counties in a consortium. School districts would still need their distributions in July. The Committee decided not to pursue postponing payments based on discussions with the Treasurer and the County Administrator.

John Cain from Venture Architects appeared by phone. Cain presented several more options for a second courtroom utilizing existing courthouse space with some additions. The Board reviewed eleven options. All but one of the additional plans require relocation of existing offices. A second courtroom and proposed plans will be on June agendas at Public Safety, CJCC, Public Works, Finance, Administration, and County Board.

County Administrator Tom Hoff reported to the Board. The Administrator’s Report is attached to the agenda on the website. There is a single point of entry to the courthouse from the parking lot. Daily meetings regarding COVID-19. County Offices are locked and serving public by appointment only. The Maintenance Department added additional cleaning routines. Administrator Hoff met with Department heads to review staffing and budgets. Employees have been great to work with. CJCC meeting lacked a quorum; the Criminal Justice Coordinator is retiring and the Council needs to look at services and programming.

COWS (County Officials Workshops) will hold virtual meetings in June. Four 1½-hour webinars.

Adjourned 8:45 pm
Audio of the County Board meeting is on the website.

Minutes prepared by Carol Williamson
PROCLAMATION

PROCLAMATION HONORING THE LIFE AND EFFORTS OF MICHAEL SANCHEZ
FOR HIS LEADERSHIP AND CONTRIBUTION TO SAWYER COUNTY

WHEREAS, Michael Sanchez, a resident of the Winter Community located in Sawyer County, Wisconsin, having lived in Sawyer County for over the past 29 years after serving in the United States Navy, the National Guard and United States Naval Reserve; and

WHEREAS, Mr. Sanchez served the Sawyer County community various aspects as a Law Enforcement Officer, County Deputy, and Investigator, working with Sawyer County Sheriff’s Department and the Lac Courte Oreilles Police Department; and

WHEREAS, Mr. Sanchez developed the Sawyer County Search and Rescue Response Team with his wife Patricia Sanchez; and

WHEREAS, together Mr. and Mrs. Sanchez devoted countless volunteer time and effort training and developing an excellent search and rescue team that have saved lives and provided a safe and secure community; and

WHEREAS, Mr. Sanchez retired from law enforcement functions after 17 years, but maintained his role as the Sawyer County Search and Rescue Coordinator; and

WHEREAS, Michael Sanchez passed away on February 23, 2020 after a brief illness, he is survived by his wife and SCSAR partner Patricia, daughter Marisa and son Michael; four grandchildren, Mikalya, Deven, Rydar, and Skylar; and a great-grand daughter Mireya.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED BY SAWYER COUNTY BOARD OF SUPERVISORS:

Michael Sanchez’s contribution to our communities, our country, and to our county is an example of inspirational leadership and a proud example of our law enforcement community. His contributions in developing our Sawyer County Search and Rescue Team will be our reminder of his love for his family and his community for the years to come; and

BE IT FURTHER PROCLAIMED, Michael Sanchez will always a respected member of our community, the Sawyer County Board of Supervisors, on behalf of the citizens of the Sawyer County, want to acknowledge Michael Sanchez and his family for his dedication and service.

This Proclamation was discussed and recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Public Safety Committee at its meeting on June 4, 2020.
This Proclamation is hereby adopted by the Sawyer County Board of Supervisors
this 18th Day of June 2020
RESOLUTION TO ADOPT AMENDMENT TO THE CRIMINAL JUSTICE
COORDINATING COMMITTEE BYLAWS

WHEREAS, the Sawyer County (“County”) Board of Supervisors created the Sawyer County Criminal Justice Coordinating Committee (the “CJCC”) in February 2017;

WHEREAS, the County Board of Supervisors and the Lac Courte Oreilles Band of Lake Superior Chippewa Indians (“LCO”) each approved and entered into that certain Memorandum of Understanding Between Lac Courte Oreilles Band of Lake Superior Chippewa Indians and Sawyer County Board of Supervisors Concerning the Sawyer County Criminal Justice Coordination Committee with an effective date of July 30, 2018 (the “CJCC MOU”);

WHEREAS, the CJCC MOU requires the LCO to provide two (2) board members, or designated representatives, to serve on the CJCC;

WHEREAS, the CJCC previously adopted Bylaws to address the operational aspects of the CJCC;

WHEREAS, the CJCC prepared amended Bylaws, a copy of which are attached hereto and incorporated herein (“2020 Bylaws”), to incorporate provisions of the CJCC MOU; and

WHEREAS, the subject matter of this Resolution and the 2020 Bylaws were reviewed and discussed at the CJCC meeting on June 8, 2020, and the CJCC voted to recommend to the County Board of Supervisors that the County Board of Supervisors approve 2020 Bylaws.

NOW, THEREFORE, BE IT RESOLVED, the Sawyer County Board of Supervisors determines, adopts and directs the following:

1. The Recitals set forth above are true and accurate, and are therefore incorporated into the Resolution and shall be used not just for reference.

2. The CJCC Bylaws dated June 8, 2020, as attached hereto, are hereby approved by the County Board of Supervisors. All prior Bylaws for the CJCC are hereby overturned and shall no longer be effective.

FISCAL IMPACT: None

(Signatures appear on the following page(s))
This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Criminal Justice Coordinating Committee on this 8th day of June, 2020.

____________________________________  ______________________________________
James Schlender, Chair  John Yackel

____________________________________  ______________________________________
Doug Mrotek  District Attorney

____________________________________  ______________________________________
Jeff Johnson  Tom Hoff

____________________________________  ______________________________________
Jeff Schley  Lorraine Gouge

____________________________________  ______________________________________
Tweed Shuman  Ryan Reid

____________________________________  ______________________________________
Citizen  Citizen

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  Sawyer County Clerk
Sawyer County Criminal Justice Coordinating Council (CJCC) Bylaws

Article I: Name and Creation

The name of this council shall be the Sawyer County Criminal Justice Coordinating Council. It will be referred to as the “CJCC” throughout these Bylaws. The CJCC was created as part of a state-wide initiative to further the Mission set forth below. The CJCC is recognized by the Sawyer County (the “County”) Board of Supervisors as an ad hoc committee of the County Board of Supervisors.

Article II: Bylaws

The CJCC has authority to adopt these Bylaws. These Bylaws have been reviewed, approved and adopted both the CJCC and the County Board of Supervisors.

Article III: Vision and Mission

VISION: Utilizing evidence-based practices making the criminal justice system a better investment toward improving the quality of life in Sawyer County.

MISSION: To promote implementation of effective criminal justice policies and practices maximizing justice and public safety

Article IV: Duties and Powers

1. The CJCC is created to act in an advisory capacity to both constitutionally elected officers and committees of the County Board of Supervisors which oversee programs and services related to criminal justice. The CJCC shall recommend to appropriate parties or committees actions including the creation, elimination or modification of programs, policies and procedures including the evaluation of the Sawyer County Criminal Justice Programs in accordance with the Sawyer County Criminal Justice Vision and Mission.

2. The CJCC shall help ensure coordinated efforts. Proposed policy changes relating to criminal justice may be brought to the CJCC for review and for recommendations to the appropriate committees or entity.

3. The CJCC may assist the County in setting priorities for the Sawyer County Criminal Justice System.

4. The CJCC shall assist in sharing the responsibility as it relates to new programs. It is understood that new directions and programming may involve some unforeseen consequences. It is the CJCC’s responsibility as a whole to support its recommendations.

5. The CJCC may perform such other general functions necessary to implement its responsibilities, as directed by the County Board.
6. Notwithstanding any provision in these Bylaws, the CJCC shall be subject to and conduct itself according to the County Board of Supervisors’ Policy and Procedure Manual, as may be amended.

7. The CJCC shall be subject to all State of Wisconsin Statutes, codes, Executive Orders and other applicable laws and regulations.

Article V: Structure

Section A: Membership.

The CJCC shall consist of thirteen (13) members (the “Members”). The CJCC shall have twelve (12) voting members (the “Voting Members”), and the Chair shall be a non-voting member, as described in Article VI below. All the positions listed below, unless the position is elected Chair as described in Article VI below, shall be permanent Voting Members of this CJCC:

   a. Sawyer County Circuit Court Judge
   b. Sawyer County Sheriff or designee
   c. Sawyer County District Attorney or designee
   d. Sawyer County Jail Administrator
   e. Sawyer County Administrator
   f. Two (2) tribal government representatives
   g. State Public Defender Office representative
   h. Wisconsin Department of Corrections representative
   i. Two (2) Sawyer County Board of Supervisor
   j. Two (2) residents of Sawyer County

Section B: Adding Positions.

1. The CJCC may recommend to the County Board of Supervisors that additional positions be added to the CJCC, as the CJCC deems appropriate.

2. Adding positions to the CJCC will require an amendment to the Bylaws Article V, Section A: Membership. Adding a CJCC position requires a 3/4 majority of the appointed number of Voting Members and confirmation by the County Board of Supervisors.

3. If the newly-created position requires an election by the CJCC, then the CJCC will conduct an election to fill the position at the next regularly-scheduled CJCC meeting after the position is created. A CJCC appointment requires a majority vote of the Voting Members and confirmation by the County Board of Supervisors.

4. If the newly-created position requires an appointment by a department or organization, the Chair shall contact the department/organization and ask that a representative be appointed. All additional positions to the CJCC shall require confirmation by the County Board of Supervisors.
**Section C: Removal.**

1. Any CJCC Member may be removed by the County Board of Supervisors, with or without cause, after a recommendation by the CJCC and a 2/3 majority vote of the Voting Members.

2. Removal of a CJCC Member can be placed upon the agenda under CJCC New Business by the Chair or by a written petition from another Member submitted to the Chair.

3. If a Member is removed, the Chair shall contact the department/organization the removed Member represented and ask that another representative be appointed.

4. If the removed Member held a CJCC-elected position, the CJCC shall hold an election to fill the position at the next regularly-scheduled CJCC meeting after the Member is removed. Appointment of the new Member upon removal of another Member requires a majority vote of the Voting Members and shall be confirmed by the County Board of Supervisors.

5. A Member is eligible for removal from the CJCC due to nonparticipation after missing three (3) meetings, without sufficient cause, in a calendar year. Sufficient cause is to be determined by the Chair. Removal of a Member for nonparticipation requires a majority vote of the Voting Members and confirmation by the County Board of Supervisors.

6. A position on the CJCC may be removed only through an amendment to the Bylaws Article V, Section A: Membership. Removal of a CJCC position requires a 3/4 majority of the appointed number of Voting Members and shall be confirmed by the County Board of Supervisors.

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**Section D: Authority of the CJCC.** The CJCC has no legal authority to order changes to Sawyer County’s Criminal Justice System, but it may bring about changes through consensus by the participating departments, agencies and the County Board of Supervisors. The CJCC reviews policies and programs within the criminal justice system and makes final recommendations to all justice system partners.

**Section E: Meetings.**

1. Meetings of the CJCC shall be set by the CJCC at the end of their session for the following month. Notice of CJCC meeting times and locations shall be provided to all Members and duly posted in compliance with open meeting statutes.

2. Minutes of the CJCC meetings shall be documented and distributed to all Members of the CJCC. Minutes will also be posted in compliance with open meeting statutes. The CJCC Chairperson shall designate someone to take minutes for all CJCC meetings.

3. Recommendations of the CJCC will be made by a majority rule vote of Voting Members.
Section G: Quorum. A quorum must be complied with at all CJCC meetings. A quorum requires a 51% majority of Voting Members to be in attendance.

Article VI: Officers

1. The officers of the CJCC shall be a Chair and Vice-Chair. The CJCC shall elect officers biennially at the May meeting of even-numbered years. Such officers shall take office upon election. If an officer resigns or is removed, a replacement officer shall be elected by the CJCC at the next regularly-scheduled CJCC meeting.

2. The Chair shall be responsible for filing End-of-Year Reports with the County Clerk. The Vice-Chair shall file an End of the Year Report with the Chair.

3. It shall be the responsibility of the Chair and Vice-Chair, in coordination with the County Administrator to:
   
   a. Develop and cause to be published CJCC Agendas.
   b. Prepare materials for CJCC Members in preparation for scheduled CJCC meetings. Materials may be emailed to Members when appropriate.
   c. Any other actions that the Chair deems necessary for the efficient functioning of the CJCC.

4. The CJCC Chair is a quasi-nonvoting member of the CJCC and subject to the following:
   
   a. The Chair can only vote in order to break a tie.
   b. The Vice-Chair retains their Voting Member status on the CJCC. If the Vice-Chair acts as the Chair in the Chair’s absence, (s)he may not vote for that meeting unless it is to break a tie.

5. The Chair shall preside at all CJCC meetings. The Vice-Chair shall preside in the absence of the Chair.

Article VII: Change in Bylaws

1. Any Voting Member may propose an amendment to the Bylaws. Proposed amendments to the Bylaws are to be included on the agenda of a CJCC meeting, any action taken on the proposed amendments must be made at a subsequent meeting of the CJCC and will require a minimum 2/3 majority vote of the appointed number of Voting Members.

2. Any amendment to the Bylaws shall be confirmed by the County Board of Supervisors.
Legal Description

A part of the grantor’s premises, being a part of Blocks 3 and 4 of the Northside Addition to Hayward, and a part of Lot 1 of Certified Survey Map 2146, recorded in Volume 10 of Certified Surveys on page 155 as Document Number 191570, all located in the Northwest Quarter of the Southwest Quarter of Section 22, Township 41 North, Range 9 West, City of Hayward, Sawyer County, Wisconsin described as:

Commencing at the West Quarter Corner of Section 22;
Thence South 00°13’40” East, along the West line of the Northwest Quarter of the Southwest Quarter 104.52 feet to the East right of way line of Nyman Avenue and the Point of Beginning;
Thence South 81°49’10” East, 104.52 feet; Thence along the arc of a curve 375.93 feet to the right, said curve having a radius of 383.00 feet, and a chord which bears South 53°42’00” East for 361.02 feet;
Thence South 17°34’50” East, 1.16 feet; Thence along the arc of a curve 187.95 feet to the left, said curve having a radius of 217.00 feet, and a chord which bears South 47°39’38” West for 212.76 feet;
Thence North 69°44’26” West, 126.10 feet; Thence along the arc of a curve 311.15 feet to the left, said curve having a radius of 317.00 feet, and a chord which bears North 53°42’00” West for 298.81 feet.

Certificate of City of Hayward, AE-7 Waiver

The City of Hayward, hereby certify: That as the client we have waived the requirements of Chapter A-E 7.03 of the Wisconsin Statutes in regards to the setting of monuments as part of this survey.

Christopher R. Badtke, PLS No. S-3150

Dated this _______ day of ____________________, 2020
Presentation Outline

Introductions

1. Review Previous Second Court Options
   - Scheme – 1
   - Scheme – 2
   - Scheme – 3

2. New Second Courtroom Options
   - Scheme – 4A
   - Scheme – 4B
   - Scheme – 5
   - Scheme – 6
   - Scheme – 7A
   - Scheme – 7B
   - Scheme – 8A
   - Scheme – 8B

3. Cost Summary
Budget Development


2. Budget Development
   • Construction Cost: Bricks & Mortar
   • Non-Construction Costs: Other Costs (20%)
   • Associated Costs To Remodel Affected Existing Areas (TBD)
Design Consideration

1. SCR 68 – Court Security, Facilities, and Staffing
   • 3 way Separation, Public, Secure, Restricted
   • Room Sizes

2. District Court Administrator Involvement

3. Project Phasing / Relocation (And Associated Costs)

4. Clerk of Court Function

5. Code Review – Fire Separation
Code Review – Fire Separation

- Discussed project with State Code Official, Erik Hansen (WI Dept. of Safety & Professional Services).

- Remodeling work in Existing Courthouse will not require fire sprinkler (less than 50% of Courthouse size).

- Connection between Existing Courthouse and new Courts Addition may require a fire separation (similar to HHS and Child Support Additions). Fire Rating TBD.

- Will Review with Erik Hansen During Final Design Phase.
Code Review – Fire Separation

- Scheme - 1
Code Review – Fire Separation

- Scheme - 1

Clerestory Windows Into Courtroom To Be Covered

Fire Separation
Scheme Key Map
Floor Plan Diagram
Review Previous Second Court Options
Review Scheme 1

Scheme 1 – Floor Plan Diagram

- New Construction
- Remodel
- Inmate Movement

Entrance
Review Scheme 1

Scheme 1 – New Addition

Total BGSF = 10,137 SF
(PLUS MECH. PENTHOUSE) = 1,500 SF
### Scheme – 1

**Construction Cost Range**

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<tr>
<td>Non-Construction Cost Range @ 20%</td>
<td>$.83M (to) $.89M</td>
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<tr>
<td>Total Project Cost Range</td>
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<td>Cost To Relocate Displaced Departments</td>
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Review Scheme 2

Scheme 2 – Floor Plan Diagram

= New Construction

= Remodel

= Inmate Movement

Entrance
Review Scheme 2
Scheme 2 – New Addition

Total BGSF = 10,098 SF
(PLUS MECH. PENTHOUSE) = 1,500 SF
**Scheme – 2**

**Construction Cost Range**

- **Scheme – 2 (Same as Scheme 1)**

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Review Updated Scheme 3

Scheme 3 – 3D Image

- Aerial View
## Scheme – 3

### Construction Cost Range

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Scheme – 4A

Exterior
Scheme – 4A

Floor Plan Diagram

- Addition: 2,860 SF
- Remodel: 2,920 SF
- Additions: 1,780 SF

Total: 7,560 SF
Addition 2,860 SF

Remodel 2,920 SF

Total 7,560 SF

Scheme – 4A
Floor Plan Diagram

Judge

Jury

Inmate

Public

Addition 1,780 SF

EXISTING CIRCUIT COURT

DOM. A.
### Scheme – 4A

#### Construction Cost Range

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<th>Cost Type</th>
<th>Range</th>
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<tr>
<td>Non-Construction Cost Range @ 20%</td>
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<td>Total Project Cost Range</td>
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Scheme – 4B

Courtyard
Scheme – 4B
Floor Plan Diagram

- Remodel 2,920 SF
- Additions 3,500 SF

Total 6,420 SF
Scheme – 4B
Floor Plan Diagram

Addition: 3,500 SF
Remodel: 2,920 SF
Total: 6,420 SF
Scheme – 4B

Construction Cost Range

<table>
<thead>
<tr>
<th>Construction Cost Range</th>
<th>$2.116M (to) $2.263M</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
<td>$.423M (to) $.452M</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
<td>$2.539M (to) $2.715M</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
<td>TBD</td>
</tr>
</tbody>
</table>
Scheme – 5
Exterior
Scheme – 5
Floor Plan Diagram

Addition
1,200 SF

Addition
4,800 SF

Total
6,000 SF
Scheme – 5
Floor Plan Diagram

(Sally Port) Addition
1,200 SF

Total
6,000 SF

Addition
4,800 SF

Public

Inmate

Judge

Jury

ZONING

LAND RECORDS

I.T.

A.
Scheme – 5

Construction Cost Range

<table>
<thead>
<tr>
<th>Scheme – 5</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost Range</td>
<td>$2.379M (to) $2.514M</td>
</tr>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
<td>$.475M (to) $.502M</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
<td>$2.854M (to) $3.016M</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
<td>No Cost</td>
</tr>
</tbody>
</table>
Scheme – 6
Floor Plan Diagram

Total 5,800 SF

Addition 1,200 SF
Remodel 4,600 SF
Scheme – 6
Floor Plan Diagram

(Sally Port) Addition
1,200 SF

Remodel
4,600 SF

Total
5,800 SF

Public

I.T.
LAND RECORDS

Empty Conf.
A.
Offices
Toilets
Offices

Empty

Judge
Jury
Judge
Inmate

49 of 142

Sawyer County Study Options to Add Second Courtroom to Existing Courthouse • Final Report • May 21st, 2020
Venture/Architects
## Scheme – 6

### Construction Cost Range

- **Construction Cost Range**
  - $1,814M (to) $1,953M

- **Non-Construction Cost Range @ 20%**
  - $.362M (to) $.39M

- **Total Project Cost Range**
  - $2,176M (to) $2,343M

- **Cost To Relocate Displaced Departments**
  - TBD
Floor Plan Diagram

Scheme – 7A

Addition 1,200 SF
Remodel 2,080 SF
Remodel 1,080 SF
Additions 2,230 SF

Total 6,590 SF
Scheme – 7A
Floor Plan Diagram

(Sally Port) Addition
1,200 SF

Remodel
2,080 SF

Remodel
1,080 SF

Addition
2,230 SF

Total
6,590 SF
Scheme – 7A

Construction Cost Range

<table>
<thead>
<tr>
<th>Scheme – 7A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost Range</td>
</tr>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
</tr>
</tbody>
</table>
Scheme – 7B
Floor Plan Diagram

Total 6,270 SF
Addition 2,800 SF
Remodel 2,270 SF
Addition 1,200 SF
Scheme – 7B

Floor Plan Diagram

(Sally Port) Addition
1,200 SF

Total
6,270 SF

Addition
2,800 SF

Remodel
2,270 SF
### Scheme – 7B

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost Range</td>
<td>$2.315M (to) $2.471M</td>
</tr>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
<td>$.463M (to) $.494M</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
<td>$2.778M (to) $2.965M</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
<td>TBD</td>
</tr>
</tbody>
</table>
Scheme – 8A
Floor Plan Diagram

Addition 1,200 SF
Addition 740 SF
Remodel 4,910 SF
Total 6,850 SF
Scheme – 8A
Floor Plan Diagram

(Sally Port) Addition
1,200 SF

Total
6,850 SF

Addition
740 SF

Remodel
4,910 SF
Scheme – 8A

Construction Cost Range

<table>
<thead>
<tr>
<th>Scheme – 8A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost Range</td>
</tr>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
</tr>
</tbody>
</table>
Scheme – 8B
Exterior
Scheme – 8B
Floor Plan Diagram

Total 6,670 SF

Addition 1,200 SF
Remodel 1,030 SF
Additions 2,040 SF
Remodel 2,400 SF
Scheme – 8B

Floor Plan Diagram

(Sally Port) Addition
690 SF

Total
6,670 SF

Remodel
2,400 SF

Remodel
1,030 SF

 Addition
2,040 SF

Inmate

Public

Judge

Jury

REG. IN PROP.

CLERK OF COURTS

C.J.C.

ASSEMBLY

CIRCUIT COURT

I.T.

AND WORDS

NING
Scheme – 8B

Construction Cost Range

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost Range</td>
<td>$2.107M (to) $2.253M</td>
</tr>
<tr>
<td>Non-Construction Cost Range @ 20%</td>
<td>$.421M (to) $.45M</td>
</tr>
<tr>
<td>Total Project Cost Range</td>
<td>$2.528M (to) $2.703M</td>
</tr>
<tr>
<td>Cost To Relocate Displaced Departments</td>
<td>TBD</td>
</tr>
</tbody>
</table>
## Cost Summary

*(By The Number – Bid Spring 2021)*

<table>
<thead>
<tr>
<th>Scheme - 1 – Courtroom Addition &amp; Support Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Remodeling = $0.38 M - $0.45 M Construction Cost</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

| Scheme - 2 | Same as Scheme 1 |

| Scheme - 3 | Construction Cost = $10.0 M (to) $10.8 M |
| | Project Cost = $12.36 M (to) $13.4 M |

| Scheme - 4A | Construction Cost = $2.731 M (to) $2.905 M |
| | Project Cost = $3.277 M (to) $3.486 M |

| Scheme - 4B | Construction Cost = $2.116 M (to) $2.263 M |
| | Project Cost = $2.539 M (to) $2.715 M |

| Scheme - 5 | Construction Cost = $2.379 M (to) $2.514 M |
| | Project Cost = $2.854 M (to) $3.016 M |

| Scheme - 6 | Construction Cost = $1.814 M (to) $1.953 M |
| | Project Cost = $2.176 M (to) $2.343 M |

| Scheme - 7A | Construction Cost = $2.335 M (to) $2.500 M |
| | Project Cost = $2.802 M (to) $3.0 M |

| Scheme - 7B | Construction Cost = $2.315 M (to) $2.471 M |
| | Project Cost = $2.778 M (to) $2.965 M |

| Scheme - 8A | Construction Cost = $2.165 M (to) $2.329 M |
| | Project Cost = $2.598 M (to) $2.794 M |

| Scheme - 8B | Construction Cost = $2.107 M (to) $2.253 M |
| | Project Cost = $2.528 M (to) $2.703 M |
## Cost Summary

*(Cost Low To High – Bid Spring 2021)*

<table>
<thead>
<tr>
<th>Scheme</th>
<th>Construction Cost</th>
<th>Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scheme - 6</td>
<td>$1.814 M (to) $1.953 M</td>
<td>$2.176 M (to) $2.343 M</td>
</tr>
<tr>
<td>Scheme – 8B</td>
<td>$2.107 M (to) $2.253 M</td>
<td>$2.528 M (to) $2.703 M</td>
</tr>
<tr>
<td>Scheme – 4B</td>
<td>$2.116 M (to) $2.263 M</td>
<td>$2.539 M (to) $2.715 M</td>
</tr>
<tr>
<td>Scheme – 8A</td>
<td>$2.165 M (to) $2.329 M</td>
<td>$2.598 M (to) $2.794 M</td>
</tr>
<tr>
<td>Scheme – 7B</td>
<td>$2.315 M (to) $2.471 M</td>
<td>$2.778 M (to) $2.965 M</td>
</tr>
<tr>
<td>Scheme – 7A</td>
<td>$2.335 M (to) $2.500 M</td>
<td>$2.802 M (to) $3.00 M</td>
</tr>
<tr>
<td>Scheme - 5</td>
<td>$2.379 M (to) $2.514 M</td>
<td>$2.854 M (to) $3.016 M</td>
</tr>
<tr>
<td>Scheme – 4A</td>
<td>$2.731 M (to) $2.905 M</td>
<td>$3.277 M (to) $3.486 M</td>
</tr>
<tr>
<td>Scheme - 1</td>
<td>$3.48 M (to) $3.75 M</td>
<td>$4.31 M (to) $4.64 M</td>
</tr>
<tr>
<td>Scheme - 2</td>
<td>Same as Scheme 1</td>
<td></td>
</tr>
<tr>
<td>Scheme - 8B</td>
<td>$10.0 M (to) $10.8 M</td>
<td>$12.36 M (to) $13.4 M</td>
</tr>
</tbody>
</table>
The following tables ranks the different options with respect to their constructability with 1 being the best and 11 being the worse.

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 1       | 2      | **Pro(s):**  
• Easiest to construct – minimum impact on existing building  
• Single phase construction in one location  
• Minimal disruption to daily operations during construction including unwanted noise  
• Minimal required fire separation wall  
**Con(s):**  
• Displaces existing parking  
• Construction can be affected by time of year and adverse weather |
| 2       | 1      | **Pro(s):**  
• Fairly easy to construct  
• Single phase construction in one location  
• Minimal disruption to daily operations during construction including unwanted noise  
**Con(s):**  
• Displaces existing parking  
• Construction can be affected by time of year and adverse weather |
## Constructability Assessment

### Sawyer County
Study Options to Add Second Courtroom to Existing Courthouse
Hayward, Wisconsin

May 29, 2020

Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>6</td>
<td><img src="https://example.com" alt="Pro(s)" /></td>
</tr>
</tbody>
</table>
|         |        | - Remodeling is fairly simple  
|         |        | - Single phase construction in one location  
|         |        | - Fairly minimal disruption to daily operations during construction  
|         |        | - Does not displace existing parking  
|         |        | ![Con(s)](https://example.com) |
|         |        | - May require fire separation wall  
|         |        | - Working above occupied space will be disruptive to the occupants below  

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>4A</td>
<td><img src="https://example.com" alt="Pro(s)" /></td>
</tr>
</tbody>
</table>
|         |        | - New construction is fairly easy to construct  
|         |        | - Does not displace existing parking  
|         |        | ![Con(s)](https://example.com) |
|         |        | - Remodeling around existing vaults may be complicated  
|         |        | - May require fire separation wall  
|         |        | - Noise transfer into existing courtroom  
|         |        | - Loss of existing windows  

[Venture/Architects](https://example.com) • 212 North 25th Street, Milwaukee, Wisconsin 53233 • 414.271.3359 • ventarch.com
Constructability Assessment

Sawyer County
Study Options to Add Second Courtroom to Existing Courthouse
Hayward, Wisconsin

May 29, 2020

Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>4B</td>
<td>• Need to relocate existing condensing units</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>4B modified</td>
<td>• Construction access from the street is good</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 5       | 4B     | • Construction access from the street is good  
• Does not displace existing parking  
• Addition scope is concentrated in one area  
• Minimal noise disruption to existing courtroom  
| 6       | 4B modified | • Construction access from the street is good |

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 5       | 4B     | • Construction in the courtyard will require redesign of the adjoining existing roofs  
• Remodeling around existing vaults may be complicated  
• May require fire separation wall  
• Loss of existing windows  
• Need to relocate existing condensing units |

Pro(s):

Con(s):
## Constructability Assessment

**Sawyer County**  
Study Options to Add Second Courtroom to Existing Courthouse  
Hayward, Wisconsin  

May 29, 2020  
Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Con(s):**  
- Does not disrupt existing parking

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

**Pro(s):**  
- Construction access from the street is good  
- Fairly minimal disruption to daily operations during construction  
- Does not disrupt existing parking

**Con(s):**  
- Construction in the courtyard will require redesign of the adjoining existing roofs  
- Will require fire separation wall  
- Loss of existing windows
### Sawy County Study Options to Add Second Courtroom to Existing Courthouse Hayward, Wisconsin

May 29, 2020

Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
|         |        | • Construction noise along three sides of existing building  
|         |        | • Need to relocate existing condensing units |

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 8       | 8B     | **Pro(s):**  
|         |        | • Easy construction access to new addition |
|         |        | **Con(s):**  
|         |        | • Construction of courtroom in both the existing and addition may be complicated  
|         |        | • Disruption to daily operations during construction  
|         |        | • Construction will require redesign of adjoining existing roof  
|         |        | • Displaces existing parking |

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 9       | 8A     | **Pro(s):**  
|         |        | • Minimal addition size reduces weather impact |
|         |        | **Con(s):**  
|         |        | • Construction of courtroom in both the existing and addition may be complicated |
## Sawyer County
Study Options to Add Second Courtroom to Existing Courthouse
Hayward, Wisconsin

May 29, 2020

Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
|         |        | - Disruption to daily operations during construction  
|         |        | - Construction will require redesign of the adjoining existing roof  
|         |        | - Displaces existing parking  |

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 10      | 7A     | Pro(s):  
|         |        | - Does not displace existing parking  |
|         |        | Con(s):  
|         |        | - Construction in the courtyard is extremely difficult as there is no easy access to the construction zone  
|         |        | - Disruption to daily operations during construction  
|         |        | - Main power feed to the existing building may have to be relocated  
|         |        | - Loss of existing windows  |

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
| 11      | 7B     | Pro(s):  
|         |        | - Does not displace existing parking  |
|         |        | Con(s):  
|         |        | - Construction in the courtyard is extremely difficult as there is no easy access to the construction zone  |
### Constructability Assessment

**Sawyer County**

Study Options to Add Second Courtroom to Existing Courthouse

Hayward, Wisconsin

May 29, 2020

Venture Project 190039.02

<table>
<thead>
<tr>
<th>Ranking</th>
<th>Scheme</th>
<th>Comments</th>
</tr>
</thead>
</table>
|         |        | • Disruption to daily operations during construction  
|         |        | • Main power feed to the existing building may have to be relocated |
Impact

Businesses Helped
41

Industries

Service 31.7%
Lodging 29.3%
Food/Bev 14.6%
Retail 14.6%
Entertainment 7.3%
Religious 2%

Economic Recovery Response

The Team

Formed in March to aid local Sawyer County businesses during the COVID-19 pandemic.

James Netz
Mike Gardner
Karina Thompson

Webinars

Webinars 9
Attendees 160

That webinar was great - thank you for putting it together! - Deanna Persson

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Avg. Click Rate 14.2%

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Webpage
Page Views 33

www.sclcoedc.com
PO Box 341
Hayward, WI 54843
info@sclcoedc.com
RESOLUTION #2020-

Sawyer County Board of Supervisors
Resolution to Expand the Windfall Cemetery in the Town of Weirgor

WHEREAS, the Windfall Cemetery Board has contracted the services of Jesse Suzan, Wisconsin Professional Land Surveyor, to plat a third addition to the Windfall Cemetery located in the NW 1/4, NE 1/4, Section 27, Town 37 North, Range 7 West, in the Town of Weirgor, Sawyer County, Wisconsin, and

WHEREAS, the Windfall Cemetery Board proposes to expand the existing cemetery westerly from the second addition, and

WHEREAS, the Town of Weirgor, by resolution approved the plat at their regular meeting held on June 9, 2020, and

NOW, THEREFORE, BE IT RESOLVED, per Wisconsin Statute 157.07 (4), the Sawyer County Board of Supervisors hereby approves the plat of the third addition to the Windfall Cemetery, located in the NW 1/4, NE 1/4, S27, T37N, R7W, Town of Weirgor, Sawyer County, Wisconsin.

The Sawyer County Board of Supervisors hereby adopts this resolution on this 18th day of June 2020

Tweed Shuman, Chairperson

Carol Williamson, County Clerk

The content of this Resolution was recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Land, Water, and Forest Resources Committee on June 10, 2020.

Bruce Paulsen, Chair

Ron Buckholtz

Jesse Boettcher

Marc Helwig

Susie Taylor

Tweed Shuman, Alternate
SAWYER COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. ______

RESOLUTION TO ADOPT SAWYER COUNTY WASTE STORAGE ORDINANCE

WHEREAS, on March 20, 1997, Sawyer County adopted its current waste storage ordinance (the “1997 Waste Storage Ordinance”) and repealed any existing animal waste storage ordinances;

WHEREAS, it is necessary to repeal the 1997 Waste Storage Ordinance to protect the health, welfare and safety of Sawyer County, its residents, and its natural resources;

WHEREAS, it is necessary to repeal the 1997 Waste Storage Ordinance to incorporate the NRCS Technical Standards as intended and to bring up to date definitions and references therein;

WHEREAS, the Sawyer County Zoning & Conservation Department is charged with protecting the groundwater, surface water, public health, and natural resources of Sawyer County through this Waste Storage Ordinance by regulating new agricultural manure storage facilities or other waste storage facilities, closure of waste storage facilities, and safe handling of spreading of manure;

WHEREAS, the Sawyer County Land, Water, and Forest Resource Committee voted at its June 10, 2020 meeting to recommend to the Sawyer County Board of Supervisors approval and adoption of the Sawyer County Waste Storage Ordinance, a copy of which is attached hereto and incorporated herein as Exhibit A (the “Waste Storage Ordinance”), and repeal the existing 1997 Waste Storage Ordinance;

WHEREAS, the Sawyer County Zoning Committee voted at its May 15, 2020 meeting to recommend to the Sawyer County Board of Supervisors approval and adoption of the Waste Storage Ordinance, and repeal the 1997 Waste Storage Ordinance; and

WHEREAS, the Sawyer County Board of Supervisors determined, at its meeting on June 18, 2020, that adopting the Waste Storage Ordinance set forth in Exhibit A and repealing the 1997 Waste Storage Ordinance is warranted to protect both the agricultural industry and natural resources of Sawyer County, in addition to protecting the health, welfare and safety of Sawyer County, its residents and its natural resources.

NOW, THEREFORE, BE IT RESOLVED, by the Sawyer County Board of Supervisors does ordain as follows:

1. Adoption. The Waste Storage Ordinance as set forth in Exhibit A is hereby adopted.

2. Repeal of Conflicting Ordinances. Any ordinance or code in conflict with the Waste Storage Ordinance, including the 1997 Waste Storage Ordinance, is hereby repealed.
3. **Administration.** Sawyer County Zoning and Conservation Department Administrator is hereby directed and empowered to take the steps necessary to implement the Waste Storage Ordinance.

SEE ATTACHED EXHIBIT A

This Resolution and the Waste Storage Ordinance is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on **June 18th, 2020** by this Sawyer County Land, Water & Forest Resource Committee meeting on **June 10th, 2020**.

Bruce Paulsen

Jesse Boettcher

Ron Buckholtz

Susie Taylor

Marc Helwig

Tweed Shuman, Alternates
This Resolution and the Waste Storage Ordinance is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18th, 2020 by this Sawyer County Zoning Committee meeting on May 15, 2020.

Ron Buckholtz
Bruce Paulsen
Dawn Petit
Troy Morgan
Jesse Boettcher

This Resolution and the Sawyer County Waste Storage Ordinance is hereby adopted by the Sawyer County Board of Supervisors this _______ day of ______, 20__. 

Tweed Shuman,  
Sawyer County Board of Supervisors Chairman

Carol Williamson,  
County Clerk
EXHIBIT A

Sawyer County Waste Storage Ordinance

Published and Effective xx/xx/xxx

The County Board of Supervisors of the County of Sawyer does hereby ordain as follows:

1-1 General Provisions
1-2 Definitions
1-3 Activities Subject to Regulation
1-4 Performance Standards and Prohibitions
1-5 Manure Storage Permits
1-6 Administration
1-7 Violations
1-8 Appeals and Variances

Sec. 1-1 General Provisions.

(1) Authority and Purpose. The general purpose of this Ordinance is to protect and promote the health, safety, prosperity, aesthetic conditions and general welfare of the people, natural resources and communities within Sawyer County, under authority granted by the Wisconsin Statutes.

(2) Title. This Ordinance shall be known as, referred to, and may be cited as the Sawyer County Waste Storage Ordinance and is hereinafter referred to as the Ordinance.

(3) Findings and Declaration of Policy.

(a) The Sawyer County Board of Supervisors recognizes the importance of our quality groundwater and surface water resources, the need to maintain these resources for our future generations, and the need to protect the overall health, welfare and safety of Sawyer County’s residents, visitors, and natural resources.

(b) The Sawyer County Board of Supervisors also recognizes that the proper management of animal waste contributes to the protection of groundwater and surface water, and its natural resources and to protect public health, welfare and safety.

(c) The Sawyer County Board of Supervisors recognizes the necessity of complying with state law and regulations when regulating waste storage, and therefore recognizes the necessity of incorporating state standards into the Ordinance. In addition to complying with state law, consistency in regulation will assist the public to ensure the applicable regulations are met.

(4) Purpose. The purpose of this Ordinance is to regulate the location, design, construction, installation, alteration, operation, and maintenance of all new and Substantially Altered
Manure Storage Facilities. This Ordinance also regulates the closure of Manure Storage Facilities and assures safe handling and spreading of Manure in order to prevent Water Pollution. It is further intended to provide for the administration and enforcement of this Ordinance and to provide penalties for its violation.

(5) **Applicability.** The Permit and other requirements in this Ordinance apply to all of the unincorporated areas of Sawyer County.

(6) **Interpretation.** In its interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of Sawyer County, and shall not be deemed a limitation of any other power granted to Sawyer County by Wisconsin law or other applicable law, code or regulation.

(7) **Abrogation, Greater Restrictions, Severability and Repeal Clause.**

(a) **Abrogation and Greater Restrictions.** This Ordinance is not intended to repeal, annul, abrogate, impair or interfere with any existing covenants, deed restrictions, agreements, ordinances (other than existing Sawyer County Waste Storage Ordinance), rules, regulations or permits previously adopted or issued pursuant to law. However, wherever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

(b) **Severability.** Each section, paragraph, sentence, clause, word and provision of this Ordinance is severable, and if any portion shall be deemed unconstitutional or invalid for any reason, such decision shall not affect the remainder of the Ordinance nor any part thereof other than the portion affected by such decision.

(c) **Repeal.** All other Ordinances or parts of Ordinances of Sawyer County inconsistent or conflicting with this Ordinance to the extent of the inconsistency only, are hereby repealed.

(8) **Effective Date.** This Ordinance shall become effective upon its adoption by the Sawyer County Board of Supervisors and publication.

**Sec. 1-2 Definitions.** The following capitalized terms shall have the specific meaning accompanying the term. However, the use of another lower case term or similar term shall not be deemed to limit or otherwise abrogate the intended meaning set forth in the Ordinance.

(1) **“Abandoned Manure Storage Facility”** means where the Facility is located ceases operations, or Manure has not been added or removed from the Facility for a period of twenty-four (24) months.

(2) **“Animal Unit”** means a unit of measure used to determine the total number of single animal types or combination of animal types which are fed, confined, maintained, or stabled in an animal feeding operation. For the purpose of this Ordinance, one (1) Animal Unit is equivalent to one thousand (1,000) pounds of livestock live weight.

(3) **“Applicant”** means any Person who applies for a Permit under this Ordinance.
“As-built Plans” is the documentation showing actual construction of any Facility subject to this Ordinance.

“Bedrock” means the solid or consolidated rock formation typically underlying loose surficial material such as soil, alluvium or glacial drift. Bedrock includes, but is not limited to, limestone, dolomite, sandstone, shale and igneous and metamorphic rock.

“County” means Sawyer County.

“DATCP” means the Wisconsin Department of Agriculture, Trade and Consumer Protection.

“DNR” means the Wisconsin Department of Natural Resources.

“Groundwater” means any of the waters of the state, occurring in a saturated subsurface geological formation of rock or soil.

Land Water Forest Resource Committee (“LWFRC”) acting as the Land Conservation Committee (“LCC”) is a committee made up of members of the Sawyer County Board of Supervisors and others who, by authority from Wis. Stat. § 59.70(20) and Wis. Stat. § 92.07, determine policy and give direction for soil and water conservation activities, and provides direction to the County Zoning and Conservation Department.

“Manure” means livestock excreta and the following when intermingled with excreta in normal farming operations: debris, including bedding, water, soil, hair, and feathers; processing derivatives, including separated sand, separated manure solids, precipitated manure sludges, supernatants, digested liquids, composted biosolids, and process water; and runoff collected from barnyards, animal lots, and feed storage areas.

“Manure Storage Facility” or “Facility” means one or more impoundments made by constructing an embankment, excavating a pit or dugout, or fabricating a structure specifically for the purpose of temporarily storing Manure and related wastes. A Manure Storage Facility includes stationary equipment and piping used to load or unload a Manure storage structure if the equipment is specifically designed for that purpose and is an integral part of the Facility, and specifically includes components to transfer waste from milking centers, runoff from barnyards, and leachate and contaminated runoff to feed storage.

“Margin of Safety Level” is the maximum operating level of a Manure Storage Facility. This includes one (1) foot of free board plus the increase in elevation necessary to store the volume of runoff and precipitation that enters the Facility from a twenty-five (25)-year, twenty-four (24)-hour storm event.

“Natural Resources Conservation Service (NRCS)” is an agency of the United States Department of Agriculture which, for purposes of this Ordinance, develops and maintains a technical guide with conservation practice standards and specifications, engineering manuals and handbooks, and other technical documentation related to Manure Storage
Facilities, Nutrient Management Plans, and other technical matters covered by this Ordinance.

(15) “NRCS Technical Guide” means the most current stated version of the NRCS field office technical guide, as may be amended, provided by the USDA Natural Resources Conservation Service (NRCS), which contains technical data, including the standards referenced within this Ordinance to properly and safely locate, construct, install, alter, design, operate, maintain and close a Manure Storage Facility and/or the associated Manure Transfer System. Copies of the NRCS Technical Guide are on file with DATCP and the Wisconsin Legislative Reference Bureau. Copies of individual standards contained in the NRCS Technical Guide may be obtained from the County Zoning and Conservation Department or from an NRCS field office.

(16) “Nutrient Management Plan” means an annual written plan that complies with Wis. Admin. Code Ch. ATCP 50.04(3), as may be amended, and details the amount, form, placement, and timing of the application of plant nutrients, including animal Manure. The plan must also meet NRCS Technical Standard 590.

(17) “Ordinance” means this Sawyer County Waste Storage Ordinance, as may be amended.

(18) “Ordinary High Water Mark (OHWM)” means the point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation or other easily recognized characteristics.

(19) “Permit” means the signed, written statement issued under this Ordinance authorizing the Applicant to construct, install, reconstruct, extend, enlarge, substantially alter or close a Manure Storage Facility, and to use or dispose of waste from the Facility, pursuant to the terms of this Ordinance and as set forth in the Permit.

(20) “Permitting Authority” means the entity within the County government legally responsible for administering and enforcing this Ordinance. The LCC shall have full authority for carrying out the duties under Ordinance, including the decision making authority, unless the authority is delegated to the County Zoning and Conservation Department and its employees under Wis. Stat. § 92.09 or as otherwise set forth in this Ordinance.

(21) “Permittee” means any Person to whom a Permit is issued under this Ordinance.

(22) “Person” means any individual, corporation, partnership, joint venture, other business organization, agency, unincorporated association, municipal corporation, county or state agency within Wisconsin, the federal government, or any combination thereof.

(23) “Safety Devices” means devices, which are designed to protect humans and livestock from the hazards associated with a Manure Storage Facility.

(24) “Stop Work Order” means an order to cease any activity in the operation of, or construction of an activity subject to regulation.
“Substantially Alter” means a change initiated by an owner, operator, or Permittee that results in a relocation of a structure or Facility or significant changes to the size, depth, or configuration of a structure or Facility, including:

(a) Replacement of a liner and liner reconstruction in a Manure Storage Facility or structure.

(b) An increase in the volumetric capacity or area of a Manure Storage Facility or structure.

(c) A change in a Manure Storage Facility or structure related to a change in livestock management from one species of livestock to another, such as cattle to poultry, or changes in Manure consistency such as what would occur in using a separator.

“Technical Standard” is any practice standard within the NRCS Technical Guide.

“Technical Standard 313” is a practice standard within the NRCS Technical Guide that covers the proper location, design, construction, installation, alteration, operation and maintenance of a Manure Storage Facility.

“Technical Standard 360” is a practice standard within the NRCS Technical Guide that covers decommissioning of Facilities, and/or the rehabilitation of contaminated soil, in an environmentally safe manner, where agricultural waste has been handled, treated, and/or stored and is no longer used for the intended purpose.

“Technical Standard 634” is a practice standard within the NRCS Technical Guide that covers the design, material types and quality, and installation of components such as conduits, pumps, valves, and other structures or devices to transfer Manure and waste from buildings and yards and other sources to storage, loading areas, crop fields and other destinations. The standard establishes the minimum acceptable requirements for design, construction, and operation of Waste Transfer System components.

“Technical Standard 590” is a practice standard within the NRCS Technical Guide that covers managing the amount, form, placement and timing of plant nutrients associated with organic wastes (Manure, other waste, and organic by-products), commercial fertilizers, legume crops and crop residues.

“Waste Transfer System” or “Manure Transfer System” means components such as pumps, pipes, conduits, valves, and other mechanisms installed to convey Manure, other waste, leachate and contaminated runoff, and milking center wastes from livestock structures to a storage structure, loading area, or treatment area.

“Unpermitted Manure Storage Facility” means a Manure Storage Facility constructed, modified, or placed in use without first obtaining Permit, including facilities constructed before (the first date of the adoption this Ordinance), and may include an earthen structure or impoundment made with a concrete liner which fully or partially covers the bottom and/or the sidewalls of the impoundment.
"Water Pollution" means contaminating or rendering unclean or impure the ground or surface waters of the state, or making the same injurious to public health, harmful for commercial or recreational use, or deleterious to fish, bird, animal, or plant life.

"Zoning and Conservation Department" or "ZAC" means the Sawyer County Zoning and Conservation Department, the Sawyer County Zoning and Conservation Department Administrator, and the Sawyer County Zoning and Conservation Department staff designated for oversight, enforcement and providing technical and administrative support for this Ordinance.

Sec. 1-3 Activities Subject to Regulation.

(1) Permit Requirements. Any Person who constructs, Substantially Alters, changes use of or closes a Manure Storage Facility and related Waste Transfer Systems, or who employs another Person to do the same, shall be subject to the requirements of this Ordinance, including, but not limited to, all Permit requirements.

(2) New Construction. Any new Manure Storage Facility or Substantially Altered Manure Storage Facility shall be designed, constructed and maintained to minimize the risk of structural failure of the Facility and minimize leakage of the Facility. Permit requirements include design, construction and As-built Plans approved by a professional engineer or engineer practitioner and meeting requirements of NRCS standards and specifications. Permit requirements also include an approved Nutrient Management Plan and an updated checklist submitted annually, with the updated plan available to the County Zoning and Conservation Department upon request, and any other information or materials requested by the LCC or the County Zoning and Conservation Department.

(3) Safety Devices. All Manure Storage Facilities shall be equipped with Safety Devices, including fences and warning signs, intended to protect humans and livestock from the hazards associated with such Facilities. Safety Devices shall be designed and installed as required by Technical Standard 313.

(4) Abandoned Manure Storage Facility.

(a) Closure of a Manure Storage Facility shall occur when an operation where the Facility is located ceases operations, or Manure has not been added or removed from the Manure Storage Facility for a period of twenty-four (24) months. Any Person who owns a Manure Storage Facility that has been determined to have been abandoned must lower the level of the Manure Storage Facility to an elevation of one (1) foot above the floor of the Manure Storage Facility within a period of six (6) months from the date the Manure Storage Facility was determined to be abandoned. The Abandoned Manure Storage Facility shall be subject to Standard 360, Closure of Waste Impoundments. The Manure shall be uniformly spread on cropland or pasture according to an approved Nutrient Management Plan.
(b) The owner or operator of the Manure Storage Facility may retain the Facility for a longer period of time by demonstrating to the County Zoning and Conservation Department that all of the following conditions are met:

1. The Manure Storage Facility is designed, constructed and maintained in accordance with subsection (2).

2. Retention of the Manure Storage Facility is warranted based on anticipated future use.

(c) Manure Storage Facilities that pose an imminent threat to public health, surface water, or groundwater shall be upgraded, replaced, or abandoned in accordance with this section.

(d) Levels of materials in Manure Storage Facilities may not exceed the Margin of Safety Level.

Sec. 1-4 Standards.


Sec. 1-5 Manure Storage Permits.

(1) Permit Required. No Person may undertake any activity subject to this Ordinance without obtaining a Permit from the County Zoning and Conservation Department.

(2) Exception to Permit Requirement. A Permit is not required for emergency repairs, such as repairing a broken pipe or equipment, leaking dikes, or the removal of stoppages to a Manure Storage Facility, which may be performed without a Permit. If repairs will alter the original design and construction of the Manure Storage Facility, a report shall be made to the County Zoning and Conservation Department within two (2) working days of the emergency for determination on whether a Permit will be required for any additional alteration or repair to the Facility.

(3) Fee. All fees under this Ordinance are established pursuant to a Fee Schedule duly adopted by the County Board of Supervisors. Copies of the current fee schedule are kept on file at the County Zoning and Conservation Department. A non-refundable Permit application fee is payable upon submission of a Permit application. Permit fees shall double if a Facility is constructed or closed prior to issuance of a Permit. Separate fees to be paid by an Applicant may apply for engineering or other professional assistance
provided by the County in the enforcement of this Ordinance, or obtained to assist the County to design a Manure Storage Facility, or in the process of reviewing an application for Permit or amendment to a Permit under this Ordinance.

(4) **Manure Storage Facility Construction Plan and Nutrient Management Plan Required.** Each application for a Manure Storage Facility construction Permit or Waste Storage Facility Closure Permit shall be filed with the County Zoning and Conservation Department. Each application for a Manure Storage Facility construction Permit under this Ordinance shall include a Waste Storage Facility Plan and a Nutrient Management Plan. Plans for the Manure Storage Facility (including Waste Transfer System) and the management of Manure shall be prepared in accordance with following requirements:

(a) A narrative of the general criteria required within Technical Standard 313, and of other applicable NRCS Technical Standards, including management and site assessments. The narrative should include, but is not limited to:

1. **The number and type of animals for which storage is provided, the duration for which storage is to be provided, daily gallons and/or cubic feet of waste and Manure produced, bedding type, and Manure handling practices.**

2. **A description and construction plan of the method of transferring animal waste into and from the Manure Storage Facility.**

3. **Soil test pit or boring logs and their locations with soil descriptions and test results. Soil test pit or boring criteria should follow Technical Standard 313V.A.2.b and characterize the subsurface (soils, saturation, and Bedrock). This includes the elevation of redoximorphic features (mottling), gleyed soil and moisture condition.**

(b) A general location map drawing of the site, which shall include:

1. **The location of structures in relation to buildings, homes, property lines, roads, wells, karst features, public or private drainage ditches and creeks, flowages, rivers, streams, lakes, or wetlands within one thousand (1,000) feet of the proposed Facility or system.**

2. **The location of any wells within two hundred fifty (250) feet of the Facility.**

3. **The scale of the drawing and the north arrow with the date the general location map was prepared.**

4. **The location of any floodplains.**
(c) Engineering design drawings of the Manure Storage Facility or Waste Transfer System, which shall include:

1. Specific design components that shall comply with Technical Standard 313, and additional applicable NRCS Technical Standards, such as Technical Standard 634.

2. A recoverable benchmark(s), including elevation(s) expressed in feet and tenths.

3. The scale of the drawings and the north arrow. The engineering design drawing shall be drawn to a scale no smaller than one (1) inch equals one hundred (100) feet.

4. The date the engineering design drawings were prepared, name and signature of preparer, and identification of any professional status of the preparer, such as those set forth in Wis. Admin. Code Ch. ATCP 50, Subchapter VI – Soil and Water Professionals.

(d) The structural details, including, but not limited to, dimensions, cross-sections, concrete thickness, concrete joint design and placement, design loads, design computations, reinforcement schedules, thickness and placement of groundwater protection liners, and all material specifications.

(e) Provisions for adequate drainage and control of runoff to prevent pollution of surface water and Groundwater.

(f) A construction site erosion control plan.

(g) Estimated start of construction and construction schedule.

(h) A safety plan that identifies hazards to animals and people in the production area, and design features to minimize those hazards.

(i) An operation and maintenance plan for installed practices.

(j) A Nutrient Management Plan prepared in compliance requirements of this Ordinance, including sub. (6).

(k) Other additional information reasonably requested by the LCC or the County Zoning and Conservation Department to protect water quality and the public health, welfare and safety, or to achieve compliance with the requirements of this Ordinance.

(5) Manure Storage Closure Plan Required. Each application for a closure Permit under this Ordinance shall include a site-specific design for closure as specified in Technical Standard 360. The plan shall include:
(a) A general location map drawing of the Manure Storage Facility, which shall include:

1. The location of the Manure Storage Facility in relation to buildings, homes, property lines, roads, wells, karst features, public or private drainage ditches and creeks, flowages, rivers, streams, lakes, or wetlands within one thousand (1,000) feet of the existing Facility.

2. The scale of the drawing and the north arrow.

3. The date the general location map was prepared.

4. The date the engineering design drawings were prepared, name and signature of preparer, and identification of any professional status of the preparer, such as those set forth in Wis. Admin. Code Ch. ATCP 50, Subchapter VI – Soil and Water Professionals.

(b) A description of the method and specifications in transferring Manure into and from the Manure Storage Facility to ensure proper closure of Waste Transfer Systems.

(c) Provisions to remove or permanently plug the Waste Transfer System serving the Manure Storage Facility.

(d) Provisions to remove and properly dispose of all accumulated Manure in the Manure Storage Facility in compliance with applicable Technical Standards.

(e) For all waste impoundments, plan requirements and provisions shall be in compliance and consistent with applicable Technical Standards.

(f) The Manure Storage Facility may be converted to other uses, where as it is demonstrated the conversion will not result in a degradation of Groundwater and/or surface waters or be a threat to public health, safety or general welfare. A detailed description of intended alternative use must be described for all Manure Storage Facility conversions for determination if conversions will be allowed the County Zoning and Conservation Department.

(g) Provisions to ensure that Manure Storage Facility closures and conversions shall implement safety measures to ensure the protection of the public from hazardous conditions and protect the public health, welfare and safety.

(h) Other additional information reasonably requested by the County Zoning and Conservation Department to protect water quality and the public health, welfare and safety, or to achieve compliance with the requirements of this Ordinance.

(6) Permit Standards.
(a) **Manure Storage Construction.** Permit applications shall provide sufficient documentation to demonstrate that a new or Substantially Altered Manure Storage Facility:

1. Is designed in accordance with the following technical standards:
   b. Technical Standard 634.

(b) **Manure Storage Closure.** Permit applications shall provide sufficient documentation to demonstrate that the plan for Manure Storage Facility closure meets Technical Standard 360.

(c) **Manure and Nutrient Management.** Nutrient Management Plans shall comply Technical Standard 590, Wis. Admin. Code Ch. ATCP 50.04 (3) and Wis. Admin. Code Ch. NR 151.07, as each may be amended.

(d) **Other Standards.** Other technical guides such as AWMFH or EFH may be used to evaluate compliance with the requirements of this Ordinance.

(e) **Incorporation of Technical Standards and Specifications.** All Technical Standards and specifications are incorporated by reference and made part of this Ordinance. Any future amendment, revision or modification of the Technical Standards or specifications incorporated herein are made a part of this Ordinance, unless the LCC specifically affirmatively acts to a different version. Copies of all applicable Technical Standards and specifications may be obtained from the County Zoning and Conservation Department.

(f) **Certification.** All Permit applications must include a certification provided by a qualified Person that designs and plans meet the Technical Standards and specifications in this Ordinance, including, but not limited to, the requirements of this subsection.

(g) **Variances.** Variances from these standards and specifications can only be granted in accordance with Sec. 1-8 of this Ordinance.

(7) **Review of Application.** The County Zoning and Conservation Department shall receive and review all Permit applications and shall determine if the proposed Manure Storage Facility meets required standards set forth in this Ordinance. Within forty-five (45) calendar days after receiving the completed application and fee, the County Zoning and Conservation Department shall inform the Applicant in writing whether the Permit application is approved or disapproved. If additional information is required, the County Zoning and Conservation Department shall so notify the Applicant. The County Zoning and Conservation Department has thirty (30) calendar days from the receipt of the additional information in which to approve or disapprove the application. No construction or use of any Facility may commence without the final approval form and Permit issued by the County Zoning and Conservation Department.
(8) **Permit Approval Conditions.** All Permits issued under this Ordinance shall be issued subject to the following conditions and requirements:

(a) Facility and system design, construction, and closure shall be carried out in accordance with the approved plans and applicable standards.

(b) Permittees must obtain all required permits, approvals and authorizations before commencing construction activities.

*Note:* DNR and other permits may be needed for construction site erosion control and stormwater management, floodplain and shoreland construction, and livestock facilities with 1,000 or more Animal Units.

(c) The Permittee shall give five (5) working days’ written notice to the County Zoning and Conservation Department before starting any construction activity authorized by the Permit.

(d) Approval in writing must be obtained from the County Zoning and Conservation Department prior to making any changes or modifications to the approved plans and specifications.

(e) Following completion of construction and prior to use, an agricultural or civil engineer registered in the State of Wisconsin, or DATCP, NRCS or County Zoning and Conservation Department engineering practitioner and the Permittee and, if applicable, the contractor, shall certify in writing on forms provided by the County Zoning and Conservation Department that all Facilities and systems were installed as planned, including As-built Plan dimensions and changes or modifications as authorized per sub. (8)(d) made during construction.

(f) The County Zoning and Conservation Department shall provide onsite inspection and final approval for all construction projects conducted under a Permit issued under this Ordinance. To receive final approval, a Manure Storage Facility must be fully constructed as designed, including the marking of the maximum operating level and implementation of all Safety Devices.

(g) No permitted Manure Storage Facility may receive Manure until the County Zoning and Conservation Department provides its final approval and issues the required Permit. No Manure may be emptied from permitted Manure Storage Facility until the County Zoning and Conservation Department approves the Nutrient Management Plan submitted by the Applicant.

(h) Other additional conditions, requirements or restrictions required by the County Zoning and Conservation Department to protect water quality and the public health, welfare and safety, or to achieve compliance with the requirements of this Ordinance.
(9) **Permit Expiration.** All activities authorized by a Permit shall be completed within two (2) years from the date of issuance of the Permit, after which time such Permit shall be void.

(10) **Permit Revocation.** In addition to any other actions authorized under this Ordinance, the County Zoning and Conservation Department may revoke any Permit issued under this Ordinance if the Applicant, Permittee, owner or operator of a Facility has misrepresented any material fact in the Permit application, plan or specification, or if the Applicant, Permittee, owner or operator violates any of the conditions of the Permit or this Ordinance. The decision of the Zoning and Conservation Department may be appealed to the LCC as set forth in Sec. 1-8 of this Ordinance.

Sec. 1-6 Administration and Enforcement.

(1) **Delegation of Authority.** The LCC, on behalf of the County Board of Supervisors, hereby designates the County Zoning and Conservation Administrator as the permitting authority, and delegates the authority to administer and enforce this Ordinance.

(2) **Administrative Duties.** In the administration and enforcement of this Ordinance, the County Zoning and Conservation Department shall:

(a) Keep an accurate record of all Permit applications, Manure Storage Facility or other Facility plans, Nutrient Management Plans, Permits issued, inspections made, and other official actions.

(b) Review Permit applications and issue Permits in accordance with the terms of this Ordinance.

(c) Conduct, or cause to be conducted, inspections of Manure Storage Facilities to determine if a Facility construction, closure or operation meet the requirements of this Ordinance.

(d) Conduct, or cause to be conducted, reviews of the Nutrient Management Plans and their implementation.

(e) Investigate complaints relating to compliance with the requirements of this Ordinance and act upon the findings in accordance with provisions of this Ordinance.

(f) Perform other duties as specified in this Ordinance.

(3) **Inspection Authority.** The County Zoning and Conservation Department, as agent for the LCC, or its representative(s), is authorized to enter upon any lands affected by this Ordinance to inspect the land, and request records to determine compliance with this Ordinance, including inspection of sites prior to or after the issuance of a Permit and sites with Unpermitted Manure Storage Facilities. If permission cannot be received from the Applicant or Permittee, entry by the County Zoning and Conservation Department, or its representative may proceed in accordance with Wis. Stat. § 66.0119. Refusal to grant
(4) **Enforcement Authority.** In addition to the authority to revoke Permits specified in this Ordinance, the County Zoning and Conservation Department is authorized to issue a Stop Work Order(s). The County Zoning and Conservation Department is authorized to post an order stopping work upon land that has had a Permit revoked or on land currently undergoing activity in violation of this Ordinance, and such posting shall be deemed sufficient for providing requisite notice to the Permittee, owner and operator. Notice is given by both posting upon the land where the violation occurs one or more copies of the order stating the violation, and by mailing a copy of the order by certified mail to the Person whose activity is in violation of this Ordinance. The order shall specify that the activity must cease immediately or be brought into compliance within five (5) calendar days.

(5) **Permit Revocation or order stopping work shall remain in effect unless or until a Permit is reinstated or a Stop Work Order is canceled by the LCC, the County Zoning and Conservation Administrator, or by a court of general jurisdiction and the activity is brought into compliance with this Ordinance.** The County Zoning and Conservation Department is authorized to refer any violation of this Ordinance or of any Stop Work Order issued pursuant to this Ordinance to the County’s corporation counsel or district attorney for commencement of further legal proceedings.

(6) **Abatement Order Authority.** The County Zoning and Conservation Department may issue an order to abate any violation of this Ordinance. In the event an offense is not abated as ordered, the County may take such action as is necessary to abate the offense and the cost of such abatement will become a lien upon the real property upon which the violation occurred and may be collected in the same manner as other taxes.

(7) **Citation Authority.** Upon receipt of a verified report and request from the County Zoning and Conservation Department, the County Sheriff or other authorized person shall issue a citation to a violator pursuant to law for violations of this Ordinance.

(8) **Referral Authority.** The County Zoning and Conservation Department may refer a violation of this Ordinance to the County’s corporation counsel to pursue legal action, including, but not limited to, the enforcement of any part of this Ordinance through injunctions or restraining orders.

(9) **Other Lawful Remedies.** Nothing in this section may be construed to prevent the County from using any other lawful means to enforce this Ordinance.

**Sec. 1-7 Violations and Penalties.**

(1) It is unlawful for a Person to violate any provision of this Ordinance or any condition contained in a Permit issued pursuant to this Ordinance.
(2) It is unlawful for any Person to knowingly provide false information, make a false statement, or fail to provide or misrepresent any material fact to a County agent, board, commission, committee, department, employee, officer, or official acting in any capacity under this Ordinance.

(3) It is unlawful for a Person to disobey, fail, neglect, or refuse to comply with, or otherwise resist an order issued pursuant to this Ordinance.

(4) Any Person who fails to comply with the provisions of this Ordinance, conditions of a Permit, or any order of the County issued in accordance with this Ordinance, or resists enforcement, shall be subject to a citation or other enforcement action listed in Sawyer County Citation Ordinance 89-1.

(5) Any Person, firm or corporation who violates or refuses to comply with any of the provisions of this Ordinance shall be subject to a forfeiture of not less than ($10.00) nor more than two hundred ($200.00) dollars per offense, together with a taxable cost of action.

(6) A separate offense is deemed committed on each day that a violation occurs or continues.

Sec. 1-8 Appeals and Variances.

(1) Appeals.

(a) Any Applicant, Permittee or other individual having a substantial interest, which is adversely affected by the order, requirement, decision, or determination made under this Ordinance, may file an appeal pursuant to the terms of this Sec. 1-8.

(b) All appeal requests shall be filed within 30 calendar days of the date of the order, requirement, decision, or determination that is the subject of the appeal was made. The LCC shall hear and consider the appeal at their next scheduled meeting, and not more than 45 days from when the appeal was filed. All appeal requests shall be sent via certified mail to the LCC at the address of the County Zoning and Conservation Department.

(c) All appeal requests shall state the grounds upon which the appeal is made, specify written evidence and the reason for the request, including which requirements from this Ordinance are involved, and other applicable facts, information or evidence supporting the appeal request.

(d) A written decision of the appeal shall be mailed to the appellant within thirty (30) days of the appeal decision. The decision will affirm, deny, or modify the initial determination.

(e) Nothing in this Section 1-8(1) is intended to limit the appeal right of any appellant including but not limited, to an appeal pursuant to Wis. Stat. Ch. 68.
(2) **Variance.** The LCC may, upon the request of an Applicant, authorize a variance from the requirements of this Ordinance when, upon showing by the Applicant, unnecessary hardship would result from literal enforcement of this Ordinance.

(a) A variance shall:

1. Be consistent with the spirit and purpose of this Ordinance.
2. Be based on unique circumstances and not to the general conditions of the area.
3. Not be granted for a self-created hardship.
4. Not permit an activity or practice that may fail structurally or otherwise and cause significant Water Pollution or other off-site impacts.
5. Not be granted if the variance will result in an outcome that is contrary to the public interest and be damaging to the rights of other persons.
6. Not be granted solely on the basis of economic gain or loss.
7. Not be granted solely on the fact that certain conditions existed prior to the effective date of the Ordinance.

(b) No variance from the standards in Technical Guide may be approved unless the County receives a variance or waiver from the Technical Standards through the NRCS or other authorized authority. If public funds are involved, this may be a program requirement at the County’s discretion.

(c) No variance from any State of Wisconsin code or standard may be approved unless the County receives a variance or waiver from the State of Wisconsin code or standard by DATCP, DNR, or other authorized authority.
SAWYER COUNTY BOARD OF SUPERVISORS
INITIAL RESOLUTION AUTHORIZING ISSUANCE OF DEBT IN THE 2021 ANNUAL BUDGET

Resolution No. _____________

WHEREAS, over several years, Sawyer County (the “County”) has faced significant budget shortfalls in light of the increasing costs of the state-mandated and essential services that the County must provide;

WHEREAS, the Wisconsin Statutes set forth various restrictions on the County’s ability to increase revenue in order to offset the County’s costs;

WHEREAS, in previous budget years, the County has taken numerous steps to reduce cost expenditures without reducing or eliminating essential services, but due to the financial circumstances facing the County, the County may no longer be able to provide the level of services and perform governmental functions without additional revenues or exercising other budget options to reduce the budget shortfall;

WHEREAS, the County Administrator has prepared projections for the 2021 annual budget (the “2021 Budget”);

WHEREAS, based on projections for the 2021 Budget, the County is facing an estimated shortfall in the amount of approximately $1,500,000.00;

WHEREAS, based on the statutory limitations and financial circumstances, the County has considered various options to address the budget shortfall, including but not limited to reduction of services, increasing fees, funding of certain capital projects through the issuance of short term or other debt instead of from operating levy, and/or holding a referendum to increase the County’s levy limit;

WHEREAS, on June 11, 2020, the County Finance Committee discussed the options to address the budget shortfall, and determined that it is the best option to create additional operating levy by funding certain capital projects currently in the operating budget by issuing debt when planning for the 2021 Budget, and voted to recommend that the County Board of Supervisors (the “County Board”) direct that the County Administrator proceed in preparing the 2021 Budget in anticipation of the County issuing debt to fund the 2021 Budget shortfall; and

WHEREAS, the County Board will discuss this matter at its meeting on June 18, 2020..

NOW, THEREFORE, BE IT RESOLVED, the Sawyer County Board of Supervisors determines, adopts and directs the following:

1. The Recitals set forth above are true and accurate, and are therefore incorporated into the Resolution and shall be used not just for reference.
2. The County Board determines that it is necessary to plan for issuance of debt to help cover the shortfall in the 2021 Budget so that the County complies with its legal obligations in providing statutory-mandated services in such a manner that County residents and visitors expect and deserve.

3. The County Board, by separate Resolution, shall authorize the issuance of debt and proceed in compliance with all statutory restrictions, including but not limited to compliance with Wis. Stats. Ch. 67.

4. The County Board directs the County Administrator to take whatever steps are necessary to prepare the 2021 Budget so long as such steps are statutorily authorized.

(Signatures appear on the following page(s))

This subject matter of this Resolution was discussed and recommended for adoption by the Sawyer County Board of Supervisors at its meeting on June 18, 2020 by this Sawyer County Finance Committee at its meeting on June 11, 2020.
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, Sawyer County Clerk
<table>
<thead>
<tr>
<th>COUNTY DEMOGRAPHICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Property Tax (Net)</td>
</tr>
<tr>
<td><strong>2012</strong></td>
</tr>
<tr>
<td>Sawyer</td>
</tr>
<tr>
<td>Ashland</td>
</tr>
<tr>
<td>Bayfield</td>
</tr>
<tr>
<td>Burnett</td>
</tr>
<tr>
<td>Price</td>
</tr>
<tr>
<td>Rusk</td>
</tr>
<tr>
<td>Washburn</td>
</tr>
</tbody>
</table>

| GO Debt |
| **2012** | **2013** | **2014** | **2015** | **2016** | **2017** | **2018** |
| Sawyer | 2,095,000 | 2,111,660 | 1,952,077 | 1,665,000 | 1,505,000 | 1,335,000 | 1,155,000 |
| Ashland | 1,762,950 | 1,306,821 | 1,021,820 | 556,723 | 581,288 | 531,838 | 2,597,958 |
| Bayfield | 5,360,000 | 5,110,000 | 4,845,000 | 4,270,000 | 4,280,000 | 3,923,000 | 3,600,000 |
| Burnett | 177,698 | 3,313,824 | 4,078,904 | 3,672,957 | 7,291,505 | 7,087,302 | 6,117,953 |
| Price | 1,836,302 | 1,803,617 | 1,399,127 | 1,253,543 | 1,243,065 | 1,217,072 | 4,314,861 |
| Rusk | 6,679,698 | 7,883,203 | 5,889,018 | 12,908,755 | 11,412,421 | 11,483,485 | 11,433,508 |
| Washburn | 2,775,000 | 1,930,000 | 3,352,773 | 4,526,426 | 5,080,606 | 2,878,982 | 2,912,288 |

| Debt Service |
| **2012** | **2013** | **2014** | **2015** | **2016** | **2017** | **2018** |
| Sawyer | 2,830,729 | 208,183 | 204,227 | 328,038 | 192,378 | 199,079 | 205,690 |
| Ashland | 588,663 | 1,277,566 | 519,318 | 575,388 | 540,412 | 531,838 | 526,077 |
| Burnett | 1,755,515 | 169,062 | 519,864 | 519,864 | 526,102 | 1,293,039 | 1,133,039 |
| Price | 281,173 | 350,524 | 385,159 | 385,527 | 406,786 | 439,486 | 3,955,792 |
| Rusk | 1,013,086 | 3,677,147 | 3,090,534 | 1,272,912 | 1,921,322 | 1,492,293 | 1,634,965 |
| Washburn | 1,490,680 | 1,160,595 | 1,182,874 | 541,728 | 2,364,980 | 1,030,738 | 295,107 |

| Local Tax Rate (Net) |
| **2012** | **2013** | **2014** | **2015** | **2016** | **2017** | **2018** |
| Sawyer | 2.748 | 2.993 | 2.949 | 2.926 | 2.935 | 2.935 | 2.935 |
| Ashland | 5.388 | 5.532 | 5.603 | 5.699 | 5.657 | 5.618 | 6.064 |
| Burnett | 3.201 | 3.481 | 3.776 | 3.754 | 3.750 | 3.945 | 3.865 |
| Price | 5.470 | 5.627 | 5.699 | 5.509 | 5.628 | 5.924 | 6.378 |
| Rusk | 5.322 | 5.301 | 5.335 | 5.475 | 6.151 | 5.937 | 6.442 |

<p>| Population |
| <strong>2012</strong> | <strong>2013</strong> | <strong>2014</strong> | <strong>2015</strong> | <strong>2016</strong> | <strong>2017</strong> | <strong>2018</strong> |
| Sawyer | 16,659 | 16,676 | 16,727 | 16,754 | 16,689 | 15,828 |
| Ashland | 16,063 | 16,097 | 16,071 | 16,067 | 15,975 | 16,006 | 16,030 |
| Bayfield | 15,052 | 15,084 | 15,059 | 15,185 | 15,206 | 15,301 | 15,327 |
| Burnett | 15,457 | 15,496 | 15,462 | 15,527 | 15,544 | 15,486 | 15,508 |
| Price | 14,055 | 14,117 | 14,155 | 14,133 | 14,286 | 14,021 | 14,045 |
| Rusk | 14,756 | 14,772 | 14,790 | 14,783 | 14,735 | 14,735 | 14,754 |</p>
<table>
<thead>
<tr>
<th>Washburn</th>
<th>15,307</th>
<th>15,928</th>
<th>15,948</th>
<th>15,915</th>
<th>15,929</th>
<th>15,869</th>
<th>15,929</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sawyer</td>
<td>3,580,824,300</td>
<td>3,383,067,000</td>
<td>3,373,194,400</td>
<td>3,391,249,700</td>
<td>3,434,332,400</td>
<td>3,428,506,500</td>
<td>3,496,215,200</td>
</tr>
<tr>
<td>Ashland</td>
<td>1,236,153,400</td>
<td>1,204,910,300</td>
<td>1,191,563,400</td>
<td>1,174,714,700</td>
<td>1,193,762,800</td>
<td>1,211,232,200</td>
<td>1,214,385,900</td>
</tr>
<tr>
<td>Bayfield</td>
<td>2,597,027,000</td>
<td>2,534,864,400</td>
<td>2,533,481,500</td>
<td>2,508,332,200</td>
<td>2,556,265,300</td>
<td>2,555,868,200</td>
<td>2,556,035,700</td>
</tr>
<tr>
<td>Burnett</td>
<td>2,687,878,400</td>
<td>2,498,341,500</td>
<td>2,452,995,000</td>
<td>2,479,279,200</td>
<td>2,468,753,400</td>
<td>2,545,352,100</td>
<td>2,619,077,000</td>
</tr>
<tr>
<td>Price</td>
<td>1,466,118,800</td>
<td>1,426,221,500</td>
<td>1,408,916,000</td>
<td>1,460,493,300</td>
<td>1,391,245,600</td>
<td>1,390,980,500</td>
<td>1,376,983,600</td>
</tr>
<tr>
<td>Rusk</td>
<td>1,177,443,300</td>
<td>1,128,101,300</td>
<td>1,145,460,100</td>
<td>1,196,067,900</td>
<td>1,226,515,600</td>
<td>1,225,001,700</td>
<td>1,317,894,400</td>
</tr>
<tr>
<td>Washburn</td>
<td>2,519,185,900</td>
<td>2,410,305,400</td>
<td>2,362,255,200</td>
<td>2,357,662,700</td>
<td>2,352,892,400</td>
<td>2,396,151,200</td>
<td>2,486,344,600</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Land Area - Square Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sawyer</td>
</tr>
<tr>
<td>Ashland</td>
</tr>
<tr>
<td>Bayfield</td>
</tr>
<tr>
<td>Burnett</td>
</tr>
<tr>
<td>Price</td>
</tr>
<tr>
<td>Rusk</td>
</tr>
<tr>
<td>Washburn</td>
</tr>
</tbody>
</table>

Source: WI Department of Revenue website
## Projection Summary

### Operating Budget

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Expenditures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>28,150,139</td>
<td>28,178,350</td>
</tr>
<tr>
<td>Capital Improvement Expenditures</td>
<td>496,554</td>
<td>565,194</td>
</tr>
<tr>
<td>Highway Capital</td>
<td></td>
<td>904,290</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>28,646,693</td>
<td>29,647,834</td>
</tr>
<tr>
<td><strong>Revenue w/o Levy</strong></td>
<td>$18,831,592</td>
<td>$18,859,738</td>
</tr>
<tr>
<td>Levy Budgeted</td>
<td>$9,815,101</td>
<td>$10,788,096</td>
</tr>
<tr>
<td>Projected Levy Increase</td>
<td></td>
<td>$972,995</td>
</tr>
<tr>
<td>Net New Construction (.7%)</td>
<td></td>
<td>$68,706</td>
</tr>
<tr>
<td>Additional Levy Needed</td>
<td>$904,290</td>
<td></td>
</tr>
<tr>
<td>Re-allocate to Debt Levy</td>
<td></td>
<td>$(904,290)</td>
</tr>
<tr>
<td>Additional Levy Needed - Net</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Capital Improvements Program (CIP)</td>
<td>SAWYER COUNTY</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Projection Summary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td><strong>2020 Budget</strong></td>
<td><strong>2021 Projection</strong></td>
</tr>
<tr>
<td>Repairs-Veterans Building</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td>Capital Outlay - Veteran's Vehicles</td>
<td>-</td>
<td>35,000</td>
</tr>
<tr>
<td>Transfer to General Fund-Veterans</td>
<td>4,000</td>
<td>4,000</td>
</tr>
<tr>
<td>Repair &amp; Maint.-Address Signs</td>
<td>7,590</td>
<td>-</td>
</tr>
<tr>
<td>Capital Outlay-Computer Equipment</td>
<td>95,500</td>
<td>100,000</td>
</tr>
<tr>
<td>Cap. Outlay-Buildings Maint Bldg Roof</td>
<td>-</td>
<td>48,500</td>
</tr>
<tr>
<td>Land Improvements-Kansas St. Parking Lot</td>
<td>-</td>
<td>36,000</td>
</tr>
<tr>
<td>Capital Outlay-Fleet Vehicles</td>
<td>130,254</td>
<td>140,254</td>
</tr>
<tr>
<td>Capital Outlay-Squads</td>
<td>186,400</td>
<td>195,000</td>
</tr>
<tr>
<td>Capital Outlay-Emer Mgmt &amp; Law Enforce.</td>
<td>52,400</td>
<td>56,500</td>
</tr>
<tr>
<td>Capital Outlay-Airport (net)</td>
<td>15,500</td>
<td>8,500</td>
</tr>
<tr>
<td><strong>Total Capital Expenditures</strong></td>
<td>496,554</td>
<td>592,754</td>
</tr>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Veteran's Transportation Grant</td>
<td>9,000</td>
<td>12,800</td>
</tr>
<tr>
<td>Sale of Fixed Assets</td>
<td>34,000</td>
<td>24,000</td>
</tr>
<tr>
<td>Transfer From General Fund</td>
<td>229,554</td>
<td>-</td>
</tr>
<tr>
<td>Use of Prior Year Fund Balance</td>
<td>46,315</td>
<td>21,200</td>
</tr>
<tr>
<td>General Property Tax</td>
<td>64,000</td>
<td>-</td>
</tr>
<tr>
<td>Fund 430 - Information Technology</td>
<td>160,000</td>
<td>-</td>
</tr>
<tr>
<td>Fund 435 - Law Enforcement</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Less Capital Revenues</td>
<td>485,554</td>
<td>74,315</td>
</tr>
<tr>
<td>Proceeds From Debt Issuance-CIP</td>
<td>490,879</td>
<td>529,754</td>
</tr>
<tr>
<td>Additional Capital Items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courtroom Addition</td>
<td>5,000,000</td>
<td></td>
</tr>
<tr>
<td>Resource Development-County Share</td>
<td>277,887</td>
<td>125,000</td>
</tr>
<tr>
<td>Proceeds From Debt Issuance-All</td>
<td>768,766</td>
<td>5,529,754</td>
</tr>
<tr>
<td>Principal Payment</td>
<td>2020 Budget</td>
<td>2021 Projection</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Jail Expansion</td>
<td>$185,000</td>
<td>$190,000</td>
</tr>
<tr>
<td>Ojibwa Ambulance Bldg.</td>
<td>60,000</td>
<td>54,939</td>
</tr>
<tr>
<td>Capital Improvement Projects</td>
<td>490,879</td>
<td>529,754</td>
</tr>
<tr>
<td>Highway Capital</td>
<td>904,290</td>
<td>645,039</td>
</tr>
<tr>
<td>Resource Development - Dams</td>
<td>277,857</td>
<td></td>
</tr>
<tr>
<td>Year 2022 Courtroom</td>
<td></td>
<td>207,841</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$245,000</td>
<td>$1,917,995</td>
</tr>
<tr>
<td>Interest</td>
<td>32,440</td>
<td>40,256</td>
</tr>
<tr>
<td>Total Debt Service</td>
<td>277,440</td>
<td>$1,958,251</td>
</tr>
<tr>
<td>Year</td>
<td>Operating Levy</td>
<td>Debt Levy</td>
</tr>
<tr>
<td>-------</td>
<td>----------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Year 2020</td>
<td>$9,815,102</td>
<td>$277,440</td>
</tr>
<tr>
<td>Year 2021</td>
<td>$9,883,807</td>
<td>$1,958,251</td>
</tr>
</tbody>
</table>
• Wis. Stat § 66.0602(2) – A county may not increase its levy in any year by a percentage that exceeds the county’s valuation factor.

• Translation: The County may not increase its property tax levy beyond the amount of net new construction unless the County can utilize a statutory exception or conduct a referendum in which the voting body approves the increase.
• Wis. Stat. § 66.0602(3) – Statutory Exceptions to Levy Limit:
  
  • Debt Service: The amount of any debt service on general obligation debt authorized on or anytime after July 1, 2005.
  
  • Other exceptions: Library funding, EMS funding, and certain bridge and culvert construction.
## 2020 LEVY LIMIT CALCULATION

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Base Operating Levy</td>
<td>$9,961,456</td>
</tr>
<tr>
<td>Net New Construction Allowed</td>
<td>73,316</td>
</tr>
<tr>
<td>Debt Levy Increase</td>
<td>75,350</td>
</tr>
<tr>
<td>Personal Property Aid Decrease</td>
<td>-17,581</td>
</tr>
<tr>
<td><strong>2020 Base per WDOR-Operating</strong></td>
<td><strong>$10,092,541</strong></td>
</tr>
<tr>
<td>+ Library Service – Weiss</td>
<td>200,000</td>
</tr>
<tr>
<td>+ Library Service - Winter</td>
<td>73,267</td>
</tr>
<tr>
<td>+ Library Service – LCO Ojibwa College Community Library</td>
<td>31,737</td>
</tr>
<tr>
<td>+ Library Service - Out of County</td>
<td>22,794</td>
</tr>
<tr>
<td>+ Bridge &amp; Culvert Aid</td>
<td>53,725</td>
</tr>
<tr>
<td>+ EMS Operating Levy</td>
<td>814,672</td>
</tr>
<tr>
<td>+ EMS CIP Levy</td>
<td>216,500</td>
</tr>
<tr>
<td>+ EMS Indirects, Comm Center, etc</td>
<td>234,711</td>
</tr>
<tr>
<td><strong>Total Special Purpose Levy</strong></td>
<td><strong>$1,647,406</strong></td>
</tr>
<tr>
<td><strong>2020 Total Levy</strong></td>
<td><strong>$11,739,947</strong></td>
</tr>
<tr>
<td>2019 Approved Levy</td>
<td>$11,523,250</td>
</tr>
<tr>
<td>Increase</td>
<td>$216,697</td>
</tr>
<tr>
<td>% Increase</td>
<td>1.88%</td>
</tr>
</tbody>
</table>
## EMS LEVY

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS Direct Costs funded by levy</td>
<td>$703,851</td>
<td>$814,672</td>
</tr>
<tr>
<td>Indirect and Allocated Costs:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ambulance Department</td>
<td>$257,263</td>
<td>$234,711</td>
</tr>
<tr>
<td>Total Operating Levy</td>
<td>$961,114</td>
<td>$1,049,383</td>
</tr>
<tr>
<td>Ambulance Purchase</td>
<td>$130,000</td>
<td>$135,000</td>
</tr>
<tr>
<td>Equipment:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less - Sale of Ambulance</td>
<td>-$4,500</td>
<td>-$4,500</td>
</tr>
<tr>
<td>Total Capital Levy</td>
<td>$202,500</td>
<td>$216,500</td>
</tr>
<tr>
<td>Total EMS Levy</td>
<td>$1,163,614</td>
<td>$1,265,883</td>
</tr>
<tr>
<td>Equalized Value</td>
<td>$3,569,725,000</td>
<td>$3,695,211,400</td>
</tr>
<tr>
<td>Rate/$1,000</td>
<td>$0.326</td>
<td>$0.343</td>
</tr>
</tbody>
</table>
## Sawyer County Tax Rate History

<table>
<thead>
<tr>
<th>Year</th>
<th>Tax Rate</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>$3.177</td>
<td>(1.58) %</td>
</tr>
<tr>
<td>2019</td>
<td>$3.228</td>
<td>3.99 %</td>
</tr>
<tr>
<td>2018</td>
<td>$3.104</td>
<td>(0.26) %</td>
</tr>
<tr>
<td>2017</td>
<td>$3.112</td>
<td>3.84 %</td>
</tr>
<tr>
<td>2016</td>
<td>$2.997</td>
<td>(0.27) %</td>
</tr>
<tr>
<td>2015</td>
<td>$3.005</td>
<td>(1.54) %</td>
</tr>
<tr>
<td>2014</td>
<td>$3.052</td>
<td>3.88 %</td>
</tr>
<tr>
<td>2013</td>
<td>$2.938</td>
<td>6.80 %</td>
</tr>
<tr>
<td>2012</td>
<td>$2.748</td>
<td>2.73 %</td>
</tr>
<tr>
<td>2011</td>
<td>$2.675</td>
<td>4.17 %</td>
</tr>
</tbody>
</table>
The County will strive to maintain cash reserves within the following targets to ensure adequate cash flow.

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Fund Name</th>
<th>Targeted Ending Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>General Fund Unassigned</td>
<td>Within the range of 20 – 33% of audited general fund expenditures</td>
</tr>
<tr>
<td>225</td>
<td>Health &amp; Human Services</td>
<td>Within the range of 10 – 15% of audited expenditures</td>
</tr>
<tr>
<td>240</td>
<td>Resource Development</td>
<td>As needed</td>
</tr>
<tr>
<td>400’s</td>
<td>Capital Improvements</td>
<td>As needed to meet five year plan</td>
</tr>
<tr>
<td>200’s</td>
<td>Other Special Revenues</td>
<td>Grant or purpose specific, or as needed</td>
</tr>
<tr>
<td>701</td>
<td>Highway Department</td>
<td>As needed</td>
</tr>
</tbody>
</table>
## SOURCES OF REVENUE

### County of Sawyer (Sawyer) - 2018 Revenues

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Amount</th>
<th>Share of Total (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Taxes</td>
<td>$13,247,964</td>
<td>50.81%</td>
</tr>
<tr>
<td>Total Intergovernmental Revenues</td>
<td>$6,163,072</td>
<td>23.64%</td>
</tr>
<tr>
<td>Public Charges For Services</td>
<td>$5,761,885</td>
<td>22.10%</td>
</tr>
<tr>
<td>Total Miscellaneous Revenues</td>
<td>$562,318</td>
<td>2.16%</td>
</tr>
<tr>
<td>Licenses &amp; Permits</td>
<td>$257,444</td>
<td>0.99%</td>
</tr>
<tr>
<td>Intergovernmental Charges for Services</td>
<td>$58,977</td>
<td>0.23%</td>
</tr>
<tr>
<td>Fines, Forfeits &amp; Penalties</td>
<td>$22,967</td>
<td>0.09%</td>
</tr>
<tr>
<td>Other Financing Sources</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Special Assessments</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$26,074,627</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

![Pie chart showing the distribution of revenues](chart.png)

**Legend**
- Fines, Forfeits & Penalties
- Intergovernmental Charges for Services
- Licenses & Permits
- Other Financing Sources
- Public Charges For Services
- Special Assessments
- Total Intergovernmental Revenues
- Total Miscellaneous Revenues
- Total Taxes
<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Amount</th>
<th>Share of Total (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health &amp; Human Services</td>
<td>$7,780,581</td>
<td>29.12%</td>
</tr>
<tr>
<td>General Government</td>
<td>$4,108,360</td>
<td>15.37%</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>$3,634,360</td>
<td>13.60%</td>
</tr>
<tr>
<td>Other Public Safety</td>
<td>$2,518,205</td>
<td>9.42%</td>
</tr>
<tr>
<td>Ambulance</td>
<td>$2,501,321</td>
<td>9.36%</td>
</tr>
<tr>
<td>Highway Maintenance &amp; Administrat.</td>
<td>$2,024,751</td>
<td>7.58%</td>
</tr>
<tr>
<td>Highway Construction</td>
<td>$1,539,508</td>
<td>5.76%</td>
</tr>
<tr>
<td>Conservation &amp; Development</td>
<td>$1,162,365</td>
<td>4.35%</td>
</tr>
<tr>
<td>Parks &amp; Recreation</td>
<td>$516,853</td>
<td>1.93%</td>
</tr>
<tr>
<td>Culture &amp; Education</td>
<td>$451,764</td>
<td>1.69%</td>
</tr>
<tr>
<td>Other Transportation</td>
<td>$269,612</td>
<td>1.01%</td>
</tr>
<tr>
<td>Debt Service - Principal</td>
<td>$180,000</td>
<td>0.67%</td>
</tr>
<tr>
<td>Debt Service - Interest &amp; Fiscal Charges</td>
<td>$25,690</td>
<td>0.10%</td>
</tr>
<tr>
<td>Solid Waste Collection &amp; Disposal</td>
<td>$9,985</td>
<td>0.04%</td>
</tr>
<tr>
<td>All Other Expenditures</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Fire</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Other Financing Uses</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Other Sanitation</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Road-Related Facilities</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$26,723,355</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>
OPTIONS TO ADDRESS INCREASING COSTS

• Option 1: Reduce essential services.
• Option 2: Deplete reserve accounts.
• Option 3: Increase fees or other sources of funding.
  • Vehicle Registration Fee - Wheel Tax.
  • Room Tax (not a County option).
  • Premier Resort Tax (Sawyer County does not qualify).
• Option 4: Secure additional grants or other outside sources of funding.
• Option 5: Increase borrowing for capital assets.
• Option 6: Referendum to increase levy limit.
Table of Contents

Mission Statement
Self-Organization
Governing Rules of the County Board
Board Compensation
Committees, Boards and Commissions
Open and Closed Meetings
Public Records not drafted
Code of Ethics
Appendix and Statutory References not drafted
Mission Statement: To be developed by the county board.
Section A: Authority.

This ordinance is adopted under authority granted by Section 59.10, Wisconsin State Statutes. To give Sawyer County the largest measure of self-government under that Statute, the contents of the Sawyer County Board of Supervisors Policy and Procedure Manual shall be liberally construed in favor of the rights, powers, and privileges of the County to exercise any organizational or administrative power not contrary to the State of Wisconsin Constitution or to any enactment of the State Legislature that is of statewide concern and which uniformly affects every County.

Section B: Title.

This ordinance shall be known as the Sawyer County Self-Organized County Ordinance.

Section C: General Provisions.

1. For the purpose of improving the ability of the county government to organize its administrative structure, Sawyer County elects to become a self-organized county and to act under the provisions of Section 59.10 (1), Wisconsin State Statutes.
   a) Terms of office for election of County Board of Supervisors. Supervisors are county officers and shall be elected for two-year terms in the election to be held on the first Tuesday in April in even numbered years and shall take office the third Tuesday in April of that year.
   b) Methods for filling vacancies on the County Board. Vacancies shall be filled by procedures determined by the County Board and defined in the Sawyer County Board of Supervisors Policy and Procedure Manual.
   c) Compensation of County Board Members. The method of compensation for County Board Supervisors shall be determined by the County Board. The County Board shall at or before its annual meeting in odd numbered years by a two-thirds vote of members entitled to a seat, fix the compensation of the board members to be next elected. The Board may also at or before its annual meeting in odd numbered years by a two-thirds vote of members entitled to a seat, provide additional compensation for the County Board Chairperson. In addition to the per diem, the County Board Supervisors shall receive mileage for attending Board meetings and other official meetings in accordance with the Sawyer County Board of Supervisors Policy and Procedure Manual.

2. The County Clerk shall file a certified copy of the Self-Organized County ordinance with the Wisconsin Secretary of State upon passage by the Sawyer County Board.
Section D: Conflicting Ordinances.

Any prior Sawyer County ordinances or parts thereof in conflict with the provision of this ordinance insofar as they regulate the establishment of Sawyer County as a self-organizing county are hereby repealed and rescinded effective the effective date of this ordinance.

Section E: Severability.

The provisions of this ordinance shall be deemed severable and it is expressly declared that the Sawyer County Board of Supervisors would have passed the other provision of this ordinance irrespective of whether one or more provisions may be declared invalid and if any provisions of this ordinance, the application thereof to any person or circumstances is held invalid the remainder of the ordinance and the application of such provision to other persons or circumstance shall not be affected thereby.

Section F: Effective Date

This ordinance shall take effect upon passage and publication as provided by law.
Role of a County Board Member

Service as a Board Member is an honor and a trust requiring the holder to serve the public through use of judgement for the benefit of the public. A Board Member is sworn to uphold the Constitution of the United States of America and the State of Wisconsin. A Board Member is responsible to impartially carryout the laws of our nation, our state, and the county.

County Board Members come from society at large. It is probable that Board Members will hold different views, have different perspectives and see things differently. However, it is not these individual traits that must prevail. It is the collective action of the Board that must prevail. Board Members are required to courteously work together for the public good of the whole county.

Board Members are expected to individually contribute to a collaborative effort to set the county’s mission and advance the county’s priorities. Examples of such activity include:

1. Participating in the process of debate and voting on proposed ordinances, resolutions and motions at the county board and committee meetings.
2. Serving on one or more standing committee(s) or other committee(s), boards and commissions
3. Spending the time needed to understand the issues that come before the board and their committees by preparing for such discussion in advance of the meetings.
4. Setting policy for the county, accepting that the County Administrator and county employees are responsible to carry out the policy. As such, a board member should not interfere with the County Administrator’s duties to oversee the daily operations of the county.
5. Being responsive to the issues raised by their constituents.
6. Conducting themselves so that all aspects of their public life reflect positively on the board and its members.
7. Avoiding the appearance of a conflict of interest, bring to the Ethics Board attention any potential conflict.

Rule 1: Board Members

1. The County Board shall consist of fifteen (15) board districts.
2. Board Members shall serve a two year term beginning and expiring at the convening of the organizational meeting on the third Tuesday in April in the even numbered years.
3. If a vacancy occurs on the Board, the Chair shall appoint a person who is a qualified elector and resident of the board district to fill the vacancy subject to confirmation by majority vote of those members voting. The successor shall serve for the unexpired portion of the term to which the person is appointed, unless the Board orders a special election to fill the vacancy, in which case the person appointed shall serve until their successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term. Vacancy occurs upon the death of an incumbent, written resignation, removal or ceasing to be a resident of the district or for any other reason set forth in state statute.
4. No county officer or employee is eligible to hold the office of County Board Supervisor, but a Supervisor may be a member of a town board, city council or village board of trustees.
5. The Chair and Vice Chair may be removed by a majority vote of those members voting.
Rule 2: Meetings and Quorum

1. The Annual Meeting of the County Board will be on the Tuesday after the second Monday in November, unless that date falls on November 11 in which case the meeting will be held the following day.

2. The Organizational Meeting of the County Board will be on the third Tuesday in April and the November meeting will be on the first Tuesday after the second Monday. Other regular meetings of the County Board shall be on the third Thursday of each month starting at 6:30 pm. Such meeting dates and times may be changed by a majority vote of the county board.

3. A special meeting, which is not an emergency meeting, may be called by a written request of a majority of board members by delivering such request to the County Clerk. The special meeting will be held within seven calendar days from the delivery of the request.

4. A special meeting may be called in the event of an emergency. Upon determining that an emergency exists, the Chair may call an emergency meeting in any manner reasonably designed to give notice to supervisors and the public including by electronic means. Notice must precede meeting time by at least two hours. An emergency is defined as a situation which requires immediate Board action without which the county government or its citizens will suffer risk of physical, financial, or other harm.

5. In the event of inclement weather, the Chair may cancel a meeting at least three hours before the meeting. Any meeting so cancelled shall be held within the next succeeding week.

6. Board members not able to attend a Board Meeting shall contact the Chair, County Administrator or County Clerk before the meeting giving an explanation for the anticipated absence. The Board Member will be entered in the Board minutes as excused.

7. A majority of Board Members who are entitled to a seat shall constitute a quorum.

8. The County Board Chair may authorize a meeting to be held virtually if deemed necessary. Said meeting would be subject to Wisconsin Open meeting law.

9. If a quorum of the Board is physically present, a majority of the board may allow a board member to attend a meeting through telephone conference call or other electronic means.

10. Board members cannot attend more than three County Board meetings per year by this means.

Rule 3: Organizational Meeting

1. At its Organizational Meeting, the Board shall elect a Chair and Vice Chair.

2. Following nominations (including self-nominations), which need not be seconded, each nominee may address the board for three minutes.

3. Secret ballots will be used to elect the Chair and Vice Chair by separate votes for each. Only persons nominated may be voted for.

4. A person receiving a majority vote of Members entitled to a seat shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.

Rule 4: Chairperson Powers and Duties

1. The Chair, or in their absence, the Vice Chair shall call the meeting to order and preside over the meeting.

2. In the absence of the Chair and Vice Chair, the County Clerk will preside until the Board elects a Chair Pro-Tem.
3. If the office of the Chair is vacated, new elections for Chair and Vice Chair will be held. Following nominations, which need not be seconded, each nominee may address the Board for three minutes. Secret ballot will be used to elect the Chair and Vice Chair by separate votes for each. Only persons nominated shall be voted for. A person receiving a majority of votes cast on the primary ballot shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.

4. The Chair shall preserve the order of the Board and decide the questions of order and procedure subject to an appeal to the Board. The Chair will ensure the Board and individual Board Members act consistent with the rules of order. The Chair shall preside at Board Meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership. Board deliberations will be fair, open and thorough, with all Members wishing to speak given a chance to do so.

5. The Chair, working with the County Administrator, will be responsible for the preparation of the written agenda. The Board agenda, related resolutions, ordinances and other attachments and minutes from the preceding meeting will be distributed to the board members at least five calendar days before the scheduled board meeting.

6. The Chair can be a member of standing committees and will be an ex officio member of all other committees of the County Board.

7. The Chair shall have the power to vote at committee meetings when requested by that committee chair to fill a position caused by the absence of a Member of that committee.

8. The Chair shall appoint all Members of the standing committees of the Board with approval by the majority of the Board so voting, with the exception of elected committees. The full Board shall elect by a majority of those voting, members of the elected committees.

9. The Chair shall remove appointed committee members with approval by majority of those Board Members voting. The full Board can replace a member of elected committees by a majority of those Board Members voting. The Chair shall be entitled to vote on all questions coming before the Board. The Chair shall sign all ordinances and resolutions approved by the County Board and where required to do so by Board action counter sign orders, contracts, and the like. The Chair shall transact all necessary County Board business with others and represent Sawyer County at legislative hearings, conventions or other matters pertaining to the county. The Chair may delegate to department heads, County Administrator, other elected and appointed officers and other Board Members such roles and responsibilities.

Rule 5: Order of Business

1. Organizational Meeting
   - Call to order
   - Administration of oath of office
   - Roll call by the County Clerk
   - Pledge of allegiance
   - Certification of compliance with the open meeting law
   - Approval of agenda
   - Approval of minutes of last meeting
   - Election of Chairperson and Vice Chairperson
   - Adoption of Rules of Order
• Election of members of the committee which has jurisdiction over the Highway Department
• Follow order of business as established for other meetings

2. Other meetings
• Call to order
• Roll call by County Clerk
• Pledge of allegiance
• Certification of compliance with the open meetings law
• Approval of agenda
• Public comment See Rule 8
• Approval of minutes of last meeting
• Presentations when appropriate
• Public hearing when needed
• Committee reports, resolutions and ordinances
• Election and appointments as needed
• Correspondence, reports from conferences and meetings, other matters for discussion
• Adjourn

Rule 6: Resolutions and Ordinances

1. All resolutions or ordinances must be in writing.
2. Resolutions or ordinances sponsored by committees, or by at least two Board Members, shall be delivered to the County Administrator 6 calendar days before the Board meeting.
3. Resolutions or ordinances sponsored by at least two Board Members and not previously considered by a committee of the Board shall, without motion to adopt or discussion, be referred by the Chair to the appropriate committee. This rule may be waived by a two-third vote of those members voting.
4. Any resolution or ordinance presented for consideration must bear the signature of the Members offering the resolution or ordinance, or if being presented by a committee, the signatures of those committee members approving the resolution or ordinance.

Rule 7 Voting and Procedure

1. Unless provided for elsewhere, Robert’s Rules of Order shall govern the procedures of the Board.
2. When a Board Member wishes to speak, they will activate the red light on their speaker, wait to be recognized by the chair, and address the chair. When two or more Members activate the red light at the same time, the Chair shall designate the Member who is to speak first. In all cases, a Member who activates the red light first shall speak first after being recognized by the Chair. Members speaking to the Board shall confine their remarks to the subject at hand and shall not deal in personalities. When called to order, the Member speaking will not proceed further without express permission of the Chair.
3. Any unanimous vote shall be considered and recorded as an affirmative unanimous roll call vote when so directed by the Chair.

4. Any Board Member can request a roll call vote. Whenever there is a roll call vote, the County Clerk shall call the roll by name. The County Clerk shall take roll call votes in rotating fashion.

5. No vote shall be taken on any orally presented motion or amendment to a resolution or ordinance until the County Clerk has written it out in full and read it back to the Board.

6. When a motion is made and seconded, it shall be stated by the Chair or designee prior to debate (except for motions to adjourn, postpone, table or commit). Thereafter, it is in the possession of the Board for debate. If agreed to by all the sponsors, the motion may be withdrawn at any time before amendment or decision. If withdrawn, it shall not be entered into the minutes.

7. Each Board Member will be allotted two opportunities to speak on an action being discussed by the Board.

8. If a motion before the Board contains several points, any Member may have it divided so that each point may be voted upon separately.

9. Any Member wanting to terminate the debate may call for the previous question ("call the question"). The Chair will ask if there is an objection to closing debate. If a Member objects to calling the question, the Chair may call for a motion to end debate. If the motion is made a seconded, the Chair should immediately call for a vote on the motion to close debate. Such a motion requires a two-thirds vote of Members attending to pass.

10. Once debate on a motion has begun, no other motions are permitted except the following, all of which need a second:

<table>
<thead>
<tr>
<th>Motion</th>
<th>Debatable</th>
<th>Votes to Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>To adjourn</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>To table</td>
<td>No</td>
<td>Majority</td>
</tr>
<tr>
<td>Call the question</td>
<td>No</td>
<td>2/3rds</td>
</tr>
<tr>
<td>Postpone to certain day</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>To refer to a committee</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>To amend</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>To postpone indefinitely</td>
<td>Yes</td>
<td>Majority</td>
</tr>
<tr>
<td>To consider</td>
<td>Yes</td>
<td>Majority</td>
</tr>
</tbody>
</table>

Majority shall mean the majority of those voting. Two-thirds shall mean two-thirds of members voting. See appendix A for a more complete list of resolutions requiring a supermajority vote of the Board.

11. A motion to adjourn or to table does not authorize a Member to move for adjournment or to table when another Member has the floor or when the Board is voting.

12. All motions amending or changing the current year budget as approved by the Board shall clearly state the reason for the amendment or change, the dollar amounts involved and the source of funding. Such motions require a two-thirds vote of the board membership to pass (10). Voting shall be by roll call.

13. It is in order for a Member who voted on the prevailing side, or a member excused from the previous board meeting, to move for reconsideration of the vote on any question in the same or next regular meeting of the Board.

14. If the Chair is participating in debate, the Chair shall upon the request of any Member, relinquish the gavel to the Vice Chair who shall not participate in the debate.
15. Other than election of Board officers, all votes will be public by voice (ayes and nays), show of hands, paper if the Board Members name is on the ballot, or by electronic voting if implemented.

16. All Members are required to vote unless there is a conflict or excused by the Chair.

17. A Member with a conflict of interest shall not vote, and prior to the matter being debated, seek authority form the Chair to abstain.

**Rule 8: Public Participation in Board Meetings**

The public is encouraged to attend Board meetings and participate in its proceedings. Such participation must be balanced with the orderly and efficient proceeding to the Board meetings. Members of the public will be given the opportunity to address the Board during public comment for items not on the agenda or at the time of consideration for items on the agenda.

Those wishing to speak will sign up before the Board meeting indicating their name and topic they wish to address. They will be recognized by the Chair at the appropriate time. Once recognized, the person wishing to speak will approach the podium and state their name and subject upon which they will speak. The time allocated to any person addressing the board will be 3 minutes or less at the discretion of the Chair, with all public comment limited to a maximum of 30 minutes.

**Rule 10: Suspension of the Rules**

These rules may be amended by resolution at any regular session of the Board by a two-thirds vote of those Members voting.

**Sawyer County Board of Supervisors**

**Board Compensation**

**Section A: Per Diem**

1. Compensation of County Board Members shall be determined by the County Board at or before its annual meeting in odd numbered years by a two-thirds vote of members entitled to a seat, fix the compensation of the board members to be next elected. Compensation will be paid to committee members, a substitute for an absent committee member, or if requested to attend the committee meeting by the committee chair or Board Chair.
   a. All Board and County Board committee meetings.
   b. Meetings of other entities or committees to which the board member has been appointed.
   c. Formally schedule meetings such as the interviewing candidates to fill an open position or to provide guidance.

2. Travel time is not counted as meeting time except to attend the Wisconsin Counties Convention, other conventions and training sessions that involves a significant commute. Per diem / compensation will be calculated as in Section A 1. Above.
Section B: Mileage and Other Travel Expenses

A Board Member may charge mileage for travel to drive from their homes to any meeting, convention or training session for which they are eligible to receive a per diem. The mileage rate will be the same as that paid to county employees who drive their own car when no county car is available. When traveling to events involving a significant commute, board members are encouraged to car pool.

All other travel related expenses will be reimbursed according to what is set forth in the Personnel – Administrative Manual.

Section C: Board Chairperson Compensation

Board at or before its annual meeting in odd numbered years by a two-thirds vote of members entitled to a seat, fix the compensation of the County Board Chairperson.

Section D: Change in Board Compensation

Wisconsin State Statutes Section 59.10 (3)(f) provides that the County Board at its Annual Meeting may, with a two-thirds vote of all members, fix the per diem of the Board Members to be next elected.
Sawyer County Board of Supervisors
Committees, Boards and Commissions

Part I Standing and Ad hoc Committees of the Board

Section A: General Rules for All Committees

1. At its first meeting, a committee shall elect a chair and a vice chair. Following nominations, which need not be seconded each nominee may address the committee for three minutes. Secret ballots will be used to elect the committee chair and vice chair by separate votes on each. Only persons nominated may be voted for. A person receiving a majority vote of Members entitled to a seat shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.

2. When approved by the County Clerk, the committee may appoint a recording secretary. The recording secretary shall submit all agendas, minutes, and other records of all committee meetings to the County Clerk.

3. The committee chair, or in their absence, the vice chair shall call the meeting to order and preside over the meeting following the order of business as prescribed in Board Rule 5.

4. If the office of committee chair is vacated a new committee chair and vice chair will be elected as in item 1 above.

5. If the committee does not have a quorum, the meeting can take place for discussion only or the chair of the committee can reschedule the meeting. If a makeup meeting is to be scheduled, the time required to properly notice the meeting should be considered when setting the new meeting date.

6. Board Rule 7 shall apply to committee meetings.

7. No board member may serve on more than three standing committees nor less than two standing committees unless the board member requests to be on fewer than two.

8. Ex officio members are excluded from the quorum count, unless a quorum would not otherwise be present, in which case ex officio members or other County Board Members shall be deemed regular members.

9. Each committee shall approve goals and objectives for all programs and activities of the departments the committee oversees.

10. After approval by the Board as to purpose and members, each committee may create ad hoc subcommittees.

11. The committee chair working with the County Administrator will be responsible for the preparation of the written agenda. The agenda, related resolutions, ordinances and other attachments and minutes from the preceding meeting will be distributed to the committee members at least five calendar days before the scheduled meeting. In rare instances it may be necessary to add items to the committee agenda subsequent to the agenda being distributed. In such case, the documentation concerning that agenda item will be distributed to committee members as soon as possible.

12. The County Clerk is responsible for publishing committee agendas and proceedings in compliance with the open meeting policy.

13. Board Members not on the committee will be considered as part of the public and have the right to speak when called on by the committee chair. If the Board Member is attending at the
invitation of the committee chair, they may participate in the discussion on the relative agenda item.

14. Each committee shall act on all resolutions and ordinances which come before it that affect any department or agency that reports to it.

15. Resolution and ordinances presented for consideration at any meeting must be in writing. If approved by the committee, to be forwarded to the County Board they should bear the signatures of committee members voting for the resolution or ordinance.

16. Approved resolutions and ordinances must be forward to the County Administrator within two days of the committee meeting.

17. The chair of each committee shall present that committee’s resolutions and ordinances to the Board.

18. Members of the public will be given the opportunity to address the Board during public comment for items not on the agenda, or at the time of consideration for items on the agenda. The committee chair will call on the member of the public at the appropriate time. The committee chair has the discretion to limit the amount of time each person may speak and the total amount of time devoted to public comment.

19. A member with a conflict shall not vote and prior to the matter being debated, seek authority from the chair (vice chair in the case of the committee chair) to abstain. It is the State Attorney General’s opinion that such member shall leave the meeting room during debate and voting.

Section B: Standing Committees

1. Except for the Health and Human Services committee, Members shall be appointed for two-year terms by the Chair after spring election, and prior to the May meeting. The Chair’s appointment shall be confirmed by a majority of the Board voting. The standing committees are:
   a. Administration consisting of the County Board Chair and Vice Chair sitting as Chair and Vice Chair of the committee plus three appointed members.
   b. Public Safety/Court System consisting of five appointed members.
   c. Zoning, Forestry, Land Records, Survey and Register of Deeds consisting of six members five of which will be members of the Sawyer County Board and one representative of the Sawyer County farm service agency (Wisconsin statute s. 59.56 (3) (b)).
   d. Health and Human Services Board consisting of nine members, five of which will be County Board Members, shall be appointed by the County Administrator with confirmation by the majority of the Board voting. See the Health and Human Services Board section for more details about board selection and board terms.
   e. Public Works consisting of five appointed members.
   f. Economic Development/UW-Extension Committee consisting of five appointed members.
   g. Zoning Committee consisting of five appointed members.
   h. Finance Committee consisting of five appointed members.

Roles and responsibilities of the standing committees are as follows:

This section will be drafted by the standing committees and approved by the majority of board members voting.
Part I Section C. 3. Land, Water, Forestry, Surveyor, Land Records and Register of Deeds

Mission: Develop, guide and implement policies that protect and ensure the sustainability of our bio-diverse community.

Composition: Six members appointed by the Chair with approval of the board. Five members will be members of the Sawyer County Board. Two of which are to be members of the Committee of jurisdiction for agriculture and extension education (Sawyer County Economic Development Committee) and a representative of the Sawyer County farm service agency (Wisconsin statute s. 92.06 (1)(b) 1. & 2)

Committee of Jurisdiction for: Land, Water, Forestry, Land Records, Land Information, Surveyor and Register of Deeds

Primary Responsibilities:
- Approve the sale of property acquired by tax foreclosure.
- Approve semiannual forestry stumpage bids.
- Approve bids for trail work on trails overseen by the Forestry Department.
- Approve events to be held on County forest land
- Approve Forestry, Land and Water Conservation and Land Information plans that are required by governmental bodies.
- Hear reports from Sawyer County Trails Alliance, LCO Conservation, Wisconsin DNR Forestry and National Resources Conservation Services.
- Receive monthly reports from departments subject to the committee’s jurisdiction.
- Approve annual goals and objectives and long-range plans for departments subject to the committee’s jurisdiction.
- Approve grant requests for departments subject to the committee’s jurisdiction where such approval is required by the grantor. Such approvals are forwarded to the County Board for approval.
- Approve contracts and agreements, and where the counter party requires board approval, forward to the County Board for approval.
- Review budgets for the departments subject to the committee’s jurisdiction. Provide recommendations to the County Administrator about his/her proposed changes to the budgets submitted by the departments.
- Approve changes or amendments to the previously adopted annual budget (excluding line item transfers) for departments subject to the committee’s jurisdiction. This action will be passed on to the Finance Committee and then the County Board.
- Deal with all other issues of policy raised by the departments subject to the committee’s jurisdiction while avoiding interfering the day to operations of county government.
**Section C Ad Hoc Committees**

The Chair will recommend creation of an ad hoc committee and shall appoint members of that committee with the approval of the majority of those board members voting. Prior to voting, the purpose of the ad hoc committee will be clearly stated. Once that purpose has been accomplished, the committee will automatically disband.

**Part II Boards, Commission and other Committees**

**Section A: Other Boards and Commissions**

County board members and/or other members where indicated will be appointed by the County Administrator, confirmed by a majority of the board members voting to the following committees and boards:

- Aging and Disability Resource Center of the North - one appointed board member
- American Birkebeiner Foundation - one appointed board member
- Criminal Justice Coordinating Committee – two appointed board members
- Ethics Board – three appointed board members and two Sawyer County citizens
- Hayward Lakes Visitor/Convention Bureau - two appointed members of which one must be a board member
- Indianhead Community Action Program - one appointed board member
- LCO Library - one appointed board member
- Local Emergency Planning Committee - one appointed board member
- Northern Regional Trail Advisory Committee-NoRTAC – one appointed board member
- Northern Waters Library Service - one appointed board member
- Northwest Regional Community Development Block Grant Housing Program – one appointed board member
- Northwest Regional Planning Commission two appointed board members of which second member is an alternate.
- NW Wisconsin CEP - one appointed board member
- Sawyer County Fair - one appointed board member
- Sawyer County Housing Authority Commission - two board members. By State Statute all members appointed to the commission must be approved by the County Board
- Sawyer County Justice Committee
- Sawyer County/LCO Economic Development Corporation – two appointed board members
- Sawyer County/LCO Joint Committee – two appointed board members
- Sawyer County /LCO Transit - three appointed members
- Senior Resource Center (Aging unit) – two appointed board members
- Traffic Safety Committee – one appointed board member
- Visions Northwest – one appointed member
- Weiss Community Library Board - one appointed board member
- Winter Library Board - one appointed board member
- Zoning Board of Appeals - no board members
Sawyer County Board
Open/Closed Meetings

Section A: Policy

It is the policy of the Sawyer County that the public is entitled to the fullest and most complete information regarding the affairs of county government as is compatible with conduct of county affairs and the transaction of county business. All meetings of the Board, committees, boards and commissions shall be held in public buildings or any place accessible to members of the public and shall be “open sessions” as provided by s. 19.83, Wis. Stats. To that end:

1. The Board of Supervisors, committees, boards and commissions shall comply with the Open Meeting Law. Every meeting shall be preceded by a public notice. Discussion shall be held and action shall be initiated, deliberated upon and acted upon only in open session.

2. Every public notice of a meeting of board meeting, standing or ad hoc committees shall set forth the time, date, place and subject matter of the meeting, including the intended consideration at any contemplated closed session. The notice must be in enough detail so that it is reasonably clear to members of the public and the news media the business to be transacted. Public notice of every meeting shall be given at least 24 hours prior to commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case shorted notice can be given, but no less than 2 hours prior to the meeting. The “good cause” provision should be used sparingly and only when truly necessary.

Section B: Closed Session

The County Board or any committees, upon motion duly made and carried by roll call vote may convene in closed session. This motion may not be adopted unless the Chair announces to those present at the meeting the nature of the business to be considered in closed session and the specific statutory exemption by which such closed session is claimed. Such announcement will be recorded in the minutes. No business may be taken up at any closed session except that which relates to matters germane to the closed session. If the agenda does not give notice of a closed session a member who believes that the agenda item under discussion in an open session should be discussed in closed session may make a motion to convene in closed session. In such case, the closed session will be placed at the end of the agenda. This provision should be used sparingly.

The Chair will state which, if any, non-board members may attend a closed session.

A closed session may be held for any of the following purposes:

1. Deliberating after any judicial or quasi-judicial trial or hearing.
2. Considering dismissal, demotion, licensing, or discipline of any county employee, unless an open session is requested by the person charged or otherwise under discussion.
3. Considering employment, promotion, and compensation or performance evaluation of any county employee.
4. Considering strategy for crime detection or prevention.
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session.

6. Considering financial, medical, social or personal histories or disciplinary action of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of such person.

7. Conferring with county legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation.

8. Consideration of requests for confidential written advice from the government accountability board or from any county or municipal ethics board.

If the Board or committee intends to meet in open session after a closed session, the public notice must indicate this intent. If not, the Board or committee cannot convene within 12 hours of recession of the closed session.

No member of the county board shall be excluded from any closed session of the County Board or any standing committee of the Board. No person attending a closed session shall divulge any information pertaining to such closed session without specific authorization to do so. Penalties for violation of the secrecy of a legal closed session include censure and payment of damages the Board suffers by reason the unlawful breach of secrecy.

The minutes, records, proceedings and papers of a closed session shall be privileged and shall not be made available to the public unless authorized by the County Board, committee, board, or commission involved until such time as the purpose necessitating such closed session no longer exists.
Sawyer County Board of Supervisors
Code of Ethics

It is in the best interests of the members of the Sawyer County Board of Supervisors to be aware of and properly disclose all conflicts of interests and appearance of conflict of interests. Such action will improve the standards of public service. Such action will straighten the faith and confidence of the citizens of Sawyer County in their county board members.

Wisconsin State Statute Section 946.13 sets forth conduct which is deemed unlawful. This code is not a criminal code. This code covers acts which may not be illegal but which might cast doubt on the integrity of the Board and on County Board Members.

Generally, a conflict of interest may occur if:
1. The Board Member or any member of their family may receive a financial or other significant benefit as a result of their position on the county board. Significant benefit is anything of value that could reasonably be expected to influence a board members official action or judgement, or could reasonably be considered as a reward for any official action or inaction.
2. The Board Member has the ability to influence a decision for personal gain or advantage.
3. The Board Member has a financial or other significant interest, which impairs or might appear to impair the individual’s independence in the discharge of their responsibilities as a Board Member.

Although each circumstance will be different, some examples of conflict of interests include:
1. Self-benefit. Using your position or relationship as a board member to promote your own interests or those of your family.
2. Influence peddling. Soliciting or receiving benefits for yourself or your family from outside entities in exchange for using your influence to advance the interests of that entity within the County operations.
3. Other business relationships and dealings. Voting for purchases or contracts with entities in which you or your family have a significant financial or other interest or relationship.
4. Outside commitments. Participating in social or political activities is not restricted as long as you participate as an individual or as requested by the Chair or board.
5. Use of Sawyer County property for personal advantage. Using or taking Sawyer County resources, including facilities, equipment, personnel and supplies for private use or other unauthorized use.
6. Recording or reporting false information. Misrepresenting, withholding or falsifying relevant information required to be reported to external parties or used internally for decision-making purposes in order to derive personal benefit.
7. Using inside information. Using information obtained as a board member to promote your own interests or those of your family.
8. Closed session proceedings. Disclosing information discussed in closed sessions to others not part of the closed session.

Real or potential conflicts of interest should be disclosed to the Ethics Board. When deciding what kind of relationships should be disclosed consider the situation from the perspective of an outsider and
whether the relationship is of such a nature that it could raise an allegation of an apparent or actual conflict of interest. When making the decision about disclosure, err on the side of transparency. This will alleviate or avoid future misunderstandings.

Any county board member having a conflict of interest in any matter before the board should disclose that conflict and refrain from voting. Any Board Member who has reason to believe that the vote of another Board Member would be a conflict of interest shall request that board member to abstain from voting.

The recourse of the Board Member requested to abstain from voting is to request a ruling from the Chair. Any Board Member dissatisfied with the Chair’s decision has the right to apply for a hearing before the Ethics Board.

Each Board Member will be required to annually sign a Conflict of Interest Statement. Each Board Member is required to disclose to the Ethics Board real or perceived conflicts that arise after the Conflict of Interest Statement is submitted.

The Ethics Board will be appointed by the County Administrator with confirmation by a majority of Board Members voting.

Since the Ethics Board deliberations deal with personnel matters, the Ethic Committee shall deliberate in closed session. All deliberations of the Ethics Board will be documented. This documentation and the Conflict of Interest Statements are open for inspection by any Board Member on the condition items contained therein will not be disclosed to any person not on the Board.

Each year, all Board Members will be required to sign a Conflict of Interest Statement similar to Appendix B.
COVID-19 Update:

- Enforcement/PHO Orders
- Employee Work and Building Access:
  - Virtual Meeting
  - Screen/Mask
- COVID-19 Expense
- Sales Tax

CJCC
- Open Positions
- Testing Program
- JusticePoint?
- Programming
- TAD grant

Court
- 2nd Courtroom options
- California Avenue expansion
- 2nd Circuit Court – Operational Costs
- Re-opening/PPE/Space needs

Airport
- Terminal Remodeling
- Taxiway repaving

Winter Depot
Senior Resource Center
TimeClockPlus
Municode
UniverCity
COWS sessions

Budget
- 2020
- 2021
- Referendum
- Debt
- Cash Flow Analysis

Any Other Item for Discussion Only