



MINUTES

Administrative

October 15, 2020
Jury Assembly Room
Lower Level, Courthouse Annex
Marinette, Wisconsin

MEMBERS PRESENT: Supervisors Tricia Grebin, Stan Gruszynski, John Guarisco, Rick Polzin, and Connie Seefeldt

Participating via telephone: Supervisor Don Pazynski

MEMBERS EXCUSED:

OTHERS PRESENT:

Deputy County Clerk Bobbie Borkowski, County Administrator John Lefebvre, Corporation Counsel Gale Mattison, County Clerk Kathy Brandt, Finance Director Laura Mans, Bay Cities Radio, Eagle Herald and Peshtigo Times

1. Call to Order

Chair Polzin called the meeting to order at 9:00 am.

2. Agenda

Motion (Grebin/Gruszynski) to approve agenda. Motion carried. No negative vote.

3. Minutes

Motion (Guarisco/Grebin) to approve Administrative minutes of September 17, 2020. Motion carried. No negative vote.

4. **Public Comment** – None

5. **Correspondence** – None

6. **Reports of Outside Agencies and Others** – None

7. **IT Report** – Exhibit A

8. MBM Three Year Agreement

Motion (Grebin/Gruszynski) to recommend County Board approve entering into a 3 year agreement with MBM for copier rental at cost of \$0.0155 per black image and \$.045 per color image to include all repairs, support, maintenance and supplies, subject to Corporation Counsel's approval. Motion carried. No negative vote. Exhibit B

9. Finance Director's Report

September 30, 2020 Investment Report

Book Value \$37,627,103.03

Market Value \$38,231,938.38

Investment Report by Security Type – Exhibit C

Loan Summary Report

09/30/2020 Loan Summary Report

Group Home/Anthony House - \$150,617.04

City of Marinette Rec Center - \$6,850,000.00

Quarterly Report – Exhibit D

Quarterly Collections – Exhibit E

10. Investment Changes – Add BlackRock Mid-Cap Growth

Motion (Pazynski/Guarisco) to recommend County Board approve Confirmation of Investment Changes to add BlackRock Mid-Cap Growth Equity fund and remove Columbia Acorn fund in the Marinette County Deferred Compensation Plan, pending Corporation Counsel's approval. Motion carried. Exhibit F

11. 2021 Updated Budget Recommendation to County Board

Discussion only – updates and budget available on the Marinette County website.

12. Ordinance #437-20 - Committees of the County Board

Motion (Seefeldt/Gruszynski) to recommend County Board approve Ordinance #437-20 Amending Section 2.07 of the County Code of Ordinances – Committees of the County Board. Motion carried. No negative vote. Exhibit G

13. Ordinance #438-20 – Grants and Donations

Motion (Grebin/Seefeldt) to recommend County Board approve Ordinance #438-20 Amending Section 3.17 of the County Code of Ordinances – Grants and Donations. Motion carried. No negative vote. Exhibit H

14. 2020 Tax Collection Agreement

Motion (Pazynski/Grebin) to approve entering into an agreement with any municipality interested in the County providing tax collection services for the 2020 Real Estate Tax Payments, subject to Corporation Counsel's approval. Motion carried. No negative vote. Exhibit I

15. Routes to Recovery Funds for Purchase of Voting Machines

Motion (Guarisco/Gruszynski) to approve the acceptance of unspent Routes to Recovery Funds from the Local municipalities for the purchase of voting machines and to recommend County Board authorize the use of up to \$212,758.00 in 2020 contingency funding if necessary to cover any gap between the Routes to Recovery Funds received and the cost of the voting machines and recommend County Board approve entering into an agreement with Command Central and Dominion for the purchase, delivery, set up and training of machines, subject to Corporation Counsel's approval . Motion carried. No negative vote.

16. Personnel Policies and Procedures Manual Section 1.04

Motion (Seefeldt/Gruszynski) to recommend County Board approve Amendment 108 to Personnel Policies and Procedures Manual Section 1.04 Definition of Terms and Section 1.26 conditions of Employment. Motion carried. No negative vote. Exhibit J

17. Creation of Conservation Specialist Project Position

Motion (Grebin/Seefeldt) to approve the creation of a Conservation Specialist project position. Motion carried. No negative vote. Exhibit K

18. Appropriation Entries

Motion (Grebin/Gruszynski) to approve Schedule of Appropriation Entries. Motion carried. No negative vote. Exhibit L

19. Schedule of Paid Invoices

Committee reviewed Schedule of Paid Invoices dated August 16 through September 15, 2020 totaling \$642,890.54.

20. Future Agenda Items

21. Adjournment

Motion (Grebin/Gruszynski) to adjourn 9:57 a.m. Motion carried. No negative vote.

Next meeting date – Thursday, November 5, 2020 – 9:00 a.m.

Bobbie Borkowski
Deputy County Clerk

Date approved/corrected:



MARINETTE COUNTY INFORMATION SERVICES

Summary Monthly Report October 2020

In addition to the daily operational and support tasks, the following activities are notable:

Updated: Telecommunications – SIP testing going well – ready to start porting numbers and finalize project.

Updated: Tyler-MUNIS Version Upgrade now in TEST environment. LIVE environment installation targeted for October 2020 moved to December 3 and 4, 2020.

Updated: Resource Center – Data closet wiring near completion, 2nd floor and fiber completed. Wi-Fi equipment ordered, network equipment arrived. Staging being scheduled with vendor.

In Progress: Multifunction devices – 4 RFP responses received and request to approve recommendation on agenda today.

New/Completed: Implemented domain blocking through Akamai DNS services to provide increase network security.

New/Completed: 3rd floor multipurpose room – worked with maintenance and vendors to complete audio/video in multipurpose room.

On Hold: Reviewed current courtroom video system hardware and software seeking more reliable alternatives while utilizing as much current equipment as possible to control costs. Vendor proposals received however we are holding off on any decisions until more specific information on long term plans for utilization are received.

No Change: IMS21 (imaging) upgrade – Built additional IMS server and working with vendor to identify interfaces to other programs and how they will be affected.

No Change: TCM browser-based screens - worked with vendor and installed latest update into test environment – HHSD currently testing and working with portions of the browser-based software.

No Change: Syslog server build and configuration started, working on as time permits.

No Change: Courthouse 4th floor – SmartRow rack in place, awaiting HVAC and electrical work scheduled after which next step will be commissioning UPS, cooling and monitoring systems. Following those steps, we can begin to migrate data center from current location to new location.

No Change: Investigating Microfiche migration to digital images – received one quote, awaiting second quote.

Completed approximately 50 hours of staff training this month.



MARINETTE COUNTY INFORMATION SERVICES

Upcoming Projects of Significance

New Intrusion Detection System (IDS)

Annex UPS replacement and rewiring to generator

Wisconsin Courts DAR system upgrades (State of Wisconsin)

Courthouse data closet construction and network design/migration

	Up	Down	Maint.
Monthly Network Availability Summary - July	99.400%	0.202%	0.308%

REQUEST FOR PROPOSAL - BID TABULATION SHEET					
RFP#20-019-20 - Multi-Function Devices					
BIDS DUE: 7/29/15 AT 11:00 A.M. CST					
					Current Pricing
COMPANY:	Marco	MBM	Gordon Flesch	James Imaging Systems	
STREET ADDRESS:	2305 Kelbe Drive	620 North Lynndale Drive	1110 West Kennedy Avenue	1406 North 25th Street	
CITY/STATE/ZIP:	Little Chute, WI 54140	Appleton, WI 54914	Kimberly, WI 54136	Sheboygan, WI 53081	
CONTACT:	Drew Gough	Hicham Ougayour	Scott Schumaker	Scott Janssen	
EMAIL CONTACT:	drew.gough@marconet.com	Hicham.Ougayour@xerox.com	sschumaker@gflesch.com	sjanssen@jamesimaging.com	
PHONE:	608.709.4516	715.573.0903	920.757.2707	920.452.2771	
ALTERNATE PHONE:					
FAX:		920.997.3415	920.757.2759	920.459.2853	
Monthly Cost	\$3,399.00/month - 60 months	\$0.00	\$3,436.00/Month - 60 months	\$5,892.42/Month	\$0.00
B & W/Page	.0039/page	.0155/page	.0035/page	0.031/page - includes 139,274 images	.0169/page
Color/Page	.033/page	.045/page	.035/page	.073/page - Includes 21,576 images	.049/page
Addendum Acknowledged:	Signed and initialed	Signed - not initialed	Signed - not initialed	Signed and initialed	
Comments	Staples not included			.0059 B&W after initial allocation .049 Color after initial allocation	
Monthly Base	\$ 3,399.00	\$ -	\$ 3,436.00	\$ 5,892.00	\$ -
139,274 B&W (average)	\$ 543.17	\$ 2,158.75	\$ 487.46	additional fees may apply	\$ 2,353.73
21,576 Color (average)	\$ 712.01	\$ 970.92	\$ 755.16	additional fees may apply	\$ 1,057.22
Total (estimated)	\$ 4,654.18	\$ 3,129.67	\$ 4,678.62	\$ 5,892.00	\$ 3,410.95

Marinette County
Portfolio Holdings
Investment Portfolio - by Security Type, Totals
As of 9/30/2020

Description	CUSIP/Ticker	Cost Value	Book Value	Market Value	% of Portfolio
Certificate Of Deposit		1,249,604.20	1,249,604.20	1,249,604.20	3.33
Corporate Bond		5,469,830.94	5,494,677.68	5,701,671.92	14.67
FHLMC Bond		3,756,930.18	3,738,483.27	3,828,207.62	9.80
FNMA Bond		1,599,712.55	1,603,249.79	1,643,726.88	4.25
GNMA Bond		149,404.70	142,792.75	153,086.20	0.38
Local Government Investment Pool		17,319,578.87	17,319,578.87	17,319,578.87	46.11
Money Market		746,563.15	746,563.15	746,563.15	1.99
Municipal Bond		761,052.00	731,668.16	741,488.25	1.93
Negotiable Certificate Of Deposit		6,289,000.00	6,289,000.00	6,522,605.97	16.74
SBA		323,110.74	311,485.16	325,405.32	0.81
Total / Average		37,664,787.33	37,627,103.03	38,231,938.38	100

**MARINETTE COUNTY
Accounts Over Budget
Period Ending September 30, 2020**

By Activity Total

Fund 100		Activity	Budget	Actual	Variance	% Spent	Comments
Circuit Court	51210000-52210	Gal fees	45,000.00	52,055.00	(7,055)	115.70%	
	51210000-52212	Attorney fees	60,000	97,863	(37,863)	163.10%	
	51210000-52219	Physician fees	3,000	3,735	(735)	124.50%	Monitoring - revenues for state reimbursement, court ordered attorneys and attorney fees higher than anticipated by \$37,364 as of 9/30/20; may be able to cover part of budget overage from additional revenues and other department accounts or contingency at YE
	51210000-52225	Telephone	1,200	1,137	63	94.80%	
	51210000-52410	Office Supplies	2,000	2,353	(353)	117.70%	
	51210000-52468	Equipment maintenance	500	2,672	(2,172)	534.40%	
	51210000-52499	Other expense	5,000	4,473	527	89.50%	
Circuit Court - No reimbursement	51214000-52210	Gal Fees	15,000	22,072	(7,072)	147.10%	No other lines to cover overage; savings from department accounts or contingency at YE
Clerk of Courts	51220000-45110	County ordinance	(125,000)	(63,972)	(61,028)	51.20%	
	51220000-45120	County share - fines and forfeitures	(60,000)	(30,845)	(29,155)	51.40%	Operational accounts not over-budget, however revenues are low; overall budget is at 98.0% of annual levy amount of \$187,957; savings from other department accounts or contingency at YE
	51220000-45121	Ignition interlock	(6,200)	(2,640)	(3,560)	42.60%	
	51220000-46140	Circuit court fees & costs	(85,000)	(44,728)	(40,272)	52.60%	
	51220000-46150	Probate fees & costs	(12,000)	(8,084)	(3,916)	67.40%	
District Attorney - Victim Witness	51315000-50114	Salaries - overtime	-	990	(990)	100.00%	
	51315000-51151	Co share of social security	3,495	2,701	794	77.30%	Anticipate revenues to be reduced; salary & fringes over 75% of budget due to unbudgeted overtime paid; some savings within victim witness account or contingency
	51315000-51152	Co share of state retirement	3,148	2,429	719	77.20%	
	51315000-51159	Workmens compensation	78	61	17	78.40%	
	51315000-52411	Postage	900	816	84	90.70%	
Emergency Management	52509000-43529	COVID19 incident response	160,316	-	160,316	0.00%	Revenue not yet billed; FEMA funding not 100%; moving exepenses to R2R funding - may move non-covered expenses back to department budgets
County forest	56110000-52413	Courthouse printing	-	110	(110)	100.00%	
	56110000-52426	Advertising/bids/notices	500	1,146	(646)	229.20%	
	56110000-52468	Equipment maintenance	20,000	29,096	(9,096)	196.40%	Monitoring - overall org budget is at 70.8% of budget
	56110000-52498	Operation expenditures	12,500	13,235	(735)	105.90%	
	56110000-52511	Insurance premiums	7,300	9,044	(1,744)	123.90%	
County Forest Roads	56153000-50111	Salaries	30,000	54,397	(24,397)	181.30%	
	56153000-51151	Co share of social security	2,295	3,889	(1,594)	169.40%	
	56153000-51152	Co share of state retirement	1,965	3,672	(1,707)	186.90%	Monitoring - salaries and fringes covered by county forest org 56110000
	56153000-51154	H&D	-	19,862	(19,862)	100.00%	
	56153000-51155	Life insurance	-	52	(52)	100.00%	
	56153000-51159	Workmens compensation	624	1,131	(507)	181.30%	
Sheriff - Jail	52710000-50114	Salaries - Overtime	41,000	76,090	(35,090)	185.60%	
	52710000-50115	Additional pay	10,100	12,069	(1,969)	119.50%	Monitoring-overall budget is 76.7% of annual budget; prisoner revenues for 2020 less than anticipated due to COVID; has potential for increased prisoner expenses due to potential trial coming which dependent on outcome may need funds from contingency at year end
	52710000-51158	Unemployment benefits	-	160	(160)	100.00%	
	52710000-52290	Other contractual services	2,000	8,300	(6,300)	415.00%	
	52710000-52438	Prisoner transport	50,000	61,625	(11,625)	123.30%	
Dispatch - Communications	52155000-52533	Rent/lease of equipment	32,300	62,238	(29,938)	192.70%	Monitoring-phone rates changed for 2020; may be able to cover through regular dispatch budget (at 72.1% of annual amount)

MARINETTE COUNTY
Accounts Over Budget
Period Ending September 30, 2020

By Activity Total

		Activity	Budget	Actual	Variance	% Spent	Comments
Fund 205							
Adapt Clinic - Mental Health	54310000-52292	Purchase of Service - State Institutions	150,000	212,963	(62,963)	142.00%	Monitoring budget; costs charged here associated with Winnebago and Mendota placements; some additional funding anticipated through COVID
Driver Assessment Surcharge	54325000-45150	Driver Assessment	(121,000)	(28,170)	(92,830)	23.30%	Monitoring-revenues low due to clinic close due to COVID; may be able to make up some revenue; other funding sources unknown
	54325000-46600	Client fees	(15,000)	(5,283)	(9,717)	35.20%	
	54325000-46602	Medicaid	(14,500)	(1,685)	(12,815)	11.60%	
Comprehensive Community Services	54390000-46601	Forward Health	(1,170,271)	(303,716)	(866,555)	26.00%	Monitoring-revenues low due to non-contact with clients during COVID; other funding sources unknown
Youth Aids	54556000-52569	FC Admin	-	28,137	(28,137)	100.00%	Monitoring-anticipate annual expense \$45,000 over budget; other funding sources unknown
Other:							
Timber Sales	56110000-46811	Timber Sales	(3,328,900.00)	(1,993,473)	(1,335,427)	59.90%	Based on 2019 revenues, \$298,044 shortfall in 2020 - Verso Paper Mill closed in Wisconsin Rapids - Prices dropped early to mid summer - Timber sales are picking starting in September
Investment Revenue	51520000-48111	Interest	(599,530.00)	(767,315)	167,785	128.00%	Adjusted to MV monthly
Sales Tax	58160000-41300	Sales Tax	(3,650,000.00)	(2,246,966)	(1,403,034)	61.56%	7 of 12 months posted (58.33%)
Contingency	51901000-52498	Contingency	310,000	-	310,000	0.00%	\$60,000 committed for broadband; \$8,950 bulletproof vests; \$12,500 LTE Prosecutor for DA Office; \$5,213 Probate P/T Deputy

**MARINETTE COUNTY FINANCE DEPARTMENT
SUMMARY OF COLLECTIONS THROUGH SEPTEMBER 2020**

Exhibit E

DEPARTMENT	YEAR	# OF ACCTS PLACED	AMOUNT PLACED	# OF ACCTS PAID IN FULL	# OF ACCTS RETURNED TO DEPARTMENT	# OF ACCTS WRITTEN OFF BY SDC	AMOUNT RETURNED TO DEPARTMENT	AMOUNT WRITTEN OFF BY SDC	TOTAL COLLECTIONS FROM STATE	TOTAL COLLECTIONS FROM CLIENTS	TOTAL COLLECTIONS RECEIVED	ACTIVE ACCTS	ACTIVE AMOUNT
HEALTH & HUMAN SERVICES	2014	226	\$ 98,643.67	14	13	2	\$ 11,423.18	\$ 19.14	\$ 3,195.64	\$ 250.00	\$ 3,445.64	197	\$ 83,755.71
	2015	284	\$ 123,741.95	98	6	13	\$ 9,872.62	\$ 2,118.76	\$ 18,411.01	\$ 2,825.87	\$ 21,236.88	364	\$ 90,513.69
	2016	221	\$ 148,168.06	140	9	13	\$ 8,294.94	\$ 7,110.44	\$ 28,138.71	\$ 4,858.49	\$ 32,997.20	423	\$ 99,765.48
	2017	186	\$ 117,956.96	117	25	11	\$ 44,019.02	\$ 1,330.51	\$ 32,238.44	\$ 3,966.00	\$ 36,204.44	456	\$ 36,402.99
	2018	237	\$ 103,562.52	137	2	23	\$ 199.50	\$ 5,506.34	\$ 55,106.11	\$ 2,383.83	\$ 57,489.94	531	\$ 40,366.74
	2019	286	\$ 131,563.40	117	3	78	\$ 2,325.92	\$ 35,459.11	\$ 57,857.64	\$ -	\$ 57,857.64	619	\$ 35,920.73
	2020	245	\$ 135,072.42	72	3	9	\$ 503.79	\$ 1,974.07	\$ 32,481.55	\$ -	\$ 32,481.55	780	\$ 486,838.35
	TOTAL	1685	\$ 858,708.98	695	61	149	\$ 76,638.97	\$ 53,518.37	\$ 227,429.10	\$ 14,284.19	\$ 241,713.29		
SHERIFF	2014	47	\$ 55,579.21	1	0	1	\$ -	\$ 260.00	\$ -	\$ 332.00	\$ 332.00	45	\$ 54,987.21
	2015	250	\$ 330,446.41	15	0	2	\$ -	\$ 780.00	\$ 14,693.17	\$ 735.00	\$ 15,428.17	278	\$ 314,238.24
	2016	289	\$ 350,118.19	52	2	11	\$ 1,680.00	\$ 11,336.04	\$ 44,724.26	\$ 2,242.00	\$ 46,966.26	502	\$ 290,135.89
	2017	257	\$ 380,759.58	63	0	21	\$ -	\$ 19,524.88	\$ 91,074.71	\$ 4,198.00	\$ 95,272.71	675	\$ 265,961.99
	2018	197	\$ 245,022.62	69	4	24	\$ 1,742.34	\$ 31,892.31	\$ 91,019.40	\$ 3,645.00	\$ 94,664.40	775	\$ 1,042,046.90
	2019	151	\$ 226,628.44	71	1	50	\$ 1,770.00	\$ 68,442.00	\$ 82,245.75	\$ 4,165.00	\$ 86,410.75	804	\$ 1,112,052.59
	2020	118	\$ 218,053.70	53	1	20	\$ 47.00	\$ 37,359.40	\$ 54,396.98	\$ 1,770.00	\$ 56,166.98	848	\$ 1,236,532.91
	TOTAL	1309	\$ 1,806,608.15	324	8	129	\$ 5,239.34	\$ 169,594.63	\$ 378,154.27	\$ 17,087.00	\$ 395,241.27		
FINANCE	2014	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	2015	4	\$ 3,058.51	3	0	0	\$ -	\$ -	\$ -	\$ 3,058.51	\$ 3,058.51	1	\$ -
	2016	1	\$ 124.69	2	0	0	\$ -	\$ -	\$ -	\$ 124.69	\$ 124.69	0	\$ -
	2017	1	\$ 310.53	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	1	\$ 310.53
	2018	4	\$ 1,160.42	3	0	0	\$ -	\$ -	\$ -	\$ 657.88	\$ 657.88	2	\$ 813.07
	2019	0	\$ -	2	0	0	\$ -	\$ -	\$ 813.07	\$ -	\$ 813.07	0	\$ 0.00
	2020	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ 0.00
	TOTAL	10	\$ 4,654.15	10	0	0	\$ -	\$ -	\$ 813.07	\$ 3,841.08	\$ 4,654.15		
FORESTRY & PARKS	2014	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	2015	1	\$ 60,604.45	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	1	\$ 60,604.45
	2016	2	\$ 360.00	1	1	0	\$ -	\$ 60,784.45	\$ -	\$ -	\$ -	1	\$ (60,424.45)
	2017	2	\$ 240.00	2	0	0	\$ -	\$ -	\$ 180.00	\$ 80.00	\$ 260.00	1	\$ (20.00)
	2018	1	\$ 160.00	2	0	0	\$ -	\$ -	\$ 320.00	\$ -	\$ 320.00	0	\$ (160.00)
	2019	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	2020	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
TOTAL	6	\$ 61,364.45	5	1	0	\$ -	\$ 60,784.45	\$ 500.00	\$ 80.00	\$ 580.00			
HIGHWAY	2014	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	2015	2	\$ 565.21	1	0	0	\$ -	\$ -	\$ -	\$ 279.75	\$ 279.75	1	\$ 285.46
	2016	1	\$ 100.56	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	2	\$ 100.56
	2017	0	\$ -	0	0	0	\$ -	\$ -	\$ 57.18	\$ -	\$ 57.18	2	\$ (57.18)
	2018	3	\$ 984.03	2	0	0	\$ -	\$ -	\$ 478.03	\$ -	\$ 478.03	3	\$ 506.00
	2019	0	\$ -	1	0	0	\$ -	\$ -	\$ -	\$ 553.09	\$ 553.09	2	\$ 281.75
	2020	1	\$ 549.94	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	3	\$ 831.69
	TOTAL	7	\$ 2,199.74	4	0	0	\$ -	\$ -	\$ 535.21	\$ 832.84	\$ 1,368.05		

**MARINETTE COUNTY FINANCE DEPARTMENT
SUMMARY OF COLLECTIONS THROUGH SEPTEMBER 2020**

DEPARTMENT	YEAR	# OF ACCTS PLACED	AMOUNT PLACED	# OF ACCTS PAID IN FULL	# OF ACCTS RETURNED TO DEPARTMENT	# OF ACCTS WRITTEN OFF BY SDC	AMOUNT RETURNED TO DEPARTMENT	AMOUNT WRITTEN OFF BY SDC	TOTAL COLLECTIONS FROM STATE	TOTAL COLLECTIONS FROM CLIENTS	TOTAL COLLECTIONS RECEIVED	ACTIVE ACCTS	ACTIVE AMOUNT
LAND INFO & MAR-OCO											\$ -	0	\$ -
											\$ -	0	\$ -
											\$ -	0	\$ -
											\$ -	0	\$ -
	2018	4	\$ 456.25	4	0	0	\$ 212.75	\$ -	\$ -	\$ 243.50	\$ 243.50	0	\$ -
	2019	3	\$ 273.50	1	0	0	\$ -	\$ -	\$ -	\$ 13.25	\$ 13.25	2	\$ 260.25
2020	0	\$ -	1	0	0	\$ -	\$ -	\$ 180.00	\$ -	\$ 180.00	1	\$ 80.25	
TOTAL	7	\$ 729.75	6	0	0	\$ 212.75	\$ -	\$ 180.00	\$ 256.75	\$ 436.75			
CLERK OF COURTS	2014	0	\$ -	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
	2015	204	\$ 132,191.27	3	2	0	\$ 20.00	\$ -	\$ 378.50	\$ 1,039.00	\$ 1,417.50	199	\$ 130,753.77
	2016	206	\$ 94,080.06	37	16	0	\$ 7,674.29	\$ -	\$ 22,774.25	\$ 5,034.94	\$ 27,809.19	352	\$ 58,596.58
	2017	226	\$ 121,908.03	65	3	17	\$ 3,313.55	\$ 5,829.93	\$ 32,769.17	\$ 9,797.92	\$ 42,567.09	493	\$ 70,197.46
	2018	221	\$ 115,934.47	59	8	10	\$ 2,931.11	\$ 2,637.73	\$ 35,071.08	\$ 951.56	\$ 36,022.64	637	\$ 74,342.99
	2019	558	\$ 307,026.59	84	22	53	\$ 15,808.57	\$ 20,009.58	\$ 41,058.10	\$ 5,846.42	\$ 46,904.52	1036	\$ 558,194.72
	2020	392	\$ 168,413.58	91	15	21	\$ 6,284.30	\$ 8,506.99	\$ 48,940.24	\$ 1,494.08	\$ 50,434.32	1301	\$ 661,382.69
	TOTAL	1807	\$ 939,554.00	339	66	101	\$ 36,031.82	\$ 36,984.23	\$ 180,991.34	\$ 24,163.92	\$ 205,155.26		
TOTAL FOR ALL DEPARTMENTS:		4831	\$ 3,673,819.22	1383	136	379	\$ 118,122.88	\$ 320,881.68	\$ 788,602.99	\$ 60,545.78	\$ 849,148.77	2933	\$ 2,385,665.89

BMGAX

Mid-Cap Growth Equity Fund

BLACKROCK®

As of 06/30/2020 | Class K: BMGKX | Class R: BMRRX | Institutional: CMGIX | Investor A: BMGAX | Investor C: BMGCX | Service: CMGSX

A high conviction, mid-cap growth strategy

Combines diversified sources of growth

Seeks to outperform in all markets



Morningstar has awarded the Fund a Silver medal. Fewer than 10% of US open-end funds hold medalist ratings (Effective 06/18/2020).†
 † Rated against 558 Mid-Cap Growth Funds, as of 06/30/2020 based on risk adjusted total return. Overall Ratings are determined monthly and subject to change. The Overall Morningstar Rating for a fund is derived from a weighted average of the performance figures associated with its 3-, 5- and 10-year (if applicable) Morningstar Rating metrics.††

ANNUALIZED PERFORMANCE

With Sales Charge	1 Year	3 Year	5 Year	10 Year
Investor A	6.53	17.44	13.57	16.39
Without Sales Charge	1 Year	3 Year	5 Year	10 Year
Investor A	12.43	19.57	14.80	17.02
Benchmark	11.91	14.76	11.60	15.09
Morningstar Average	9.65	12.58	9.92	13.57

CALENDAR YEAR PERFORMANCE

Without Sales Charge	2015	2016	2017	2018	2019	YTD	2Q2020
Investor A	6.52	2.78	34.20	2.56	35.89	10.46	29.60
Benchmark	-0.20	7.33	25.27	-4.75	35.47	4.16	30.26
Morningstar Average	-0.95	6.03	23.91	-6.65	32.52	3.60	30.27

Performance data shown represents past performance which is no guarantee of future results. Investment returns and principal values may fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than that shown. All returns assume reinvestment of all dividend and capital gain distributions. Refer to blackrock.com for current month-end performance. Index performance is shown for illustrative purposes only. It is not possible to invest directly in an unmanaged index. Returns with sales charge reflect the deduction of current maximum initial sales charge of 5.25%. The calendar year performance shown does not reflect the deduction of the sales load. If reflected, the performance would have been lower. Please see the fund prospectus for more details.

MORNINGSTAR RANKINGS

	1 Year	3 Year	5 Year	10 Year
Morningstar Ranking	241/602	60/558	37/500	19/381
Quartile Rank	2	1	1	1*

Rankings based on total return excluding sales charges, independently calculated and not combined to create an overall ranking. For periods not shown, Morningstar does not provide rankings based on synthetic performance.

Key Risks: The fund is actively managed and its characteristics will vary. Holdings shown should not be deemed as a recommendation to buy or sell securities. Stock and bond values fluctuate in price so the value of your investment can go down depending on market conditions. Investing in mid-cap companies may entail greater risk than large-cap companies, due to shorter operating histories, less seasoned management or lower trading volumes. The fund may use derivatives to hedge its investments or to seek to enhance returns. Derivatives entail risks relating to liquidity, leverage and credit that may reduce returns and increase volatility. Performance may be attributable to unusually high IPO profits. There is no guarantee this level of performance will be repeated. IPO securities have no trading history and the price may be volatile.

KEY FACTS

Size of Fund (Millions)	\$8,611.5M
Fund Launch Date	12/27/1996
Share Class Launch Date	12/27/1996
Morningstar Category	Mid-Cap Growth
Number of Holdings	59
Benchmark	Russell MidCap Growth Index

ANNUAL EXPENSES

Gross Expense Ratio	1.16%
Net Expense Ratio	1.05%

The Net Expense Ratio excluding Investment Related Expenses is 1.05%. Investment Related Expenses include acquired fund fees of 0.00%, and interest expense (cost of borrowing securities to seek to enhance return or reduce risk) of 0.00%, and certain other expenses, if applicable. Expenses stated as of the fund's most recent prospectus. The difference between gross and net expense ratios are due to contractual and/or voluntary waivers, if applicable. This share class has a contractual waiver with an end date of 01/31/2021 terminable upon 90 days' notice. BlackRock may agree to voluntarily waive certain fees and expenses, which the adviser may discontinue at any time without notice.

PORTFOLIO MANAGEMENT

Phil Ruvinsky Lawrence Kemp

TOP HOLDINGS (%)²

MSCI INC	3.01
COSTAR GROUP INC	3.00
FAIR ISAAC CORP	2.95
PAYCOM SOFTWARE INC	2.84
IDEXX LABORATORIES INC.	2.82
COPART INC.	2.77
IAC/INTERACTIVECORP	2.75
OKTA INC	2.69
SYNOPSIS INC	2.67
ADYEN NV	2.63
Total of Portfolio	28.13

TOP SECTORS (%)²

	Fund	Benchmark	Active
Information Technology	34.2	36.9	-2.7
Health Care	21.3	22.8	-1.5
Industrials	18.6	11.9	6.7
Financials	9.7	3.8	5.8
Communication	9.1	4.5	4.6
Consumer Discretionary	4.8	10.8	-5.9
Real Estate	2.3	1.5	0.8
Cash and/or Derivatives	0.1	0.0	0.1
Other	0.0	0.9	-0.9
Energy	0.0	0.5	-0.5
Materials	0.0	2.2	-2.2
Other	0.0	4.3	-4.3

MARKET CAPITALIZATION (%)²

	Fund	Benchmark	Active
Cash and Derivatives	0.1	0.0	0.1
Large Cap ->\$10bn	84.5	78.5	6.0
Mid Cap - \$2-\$10bn	15.2	20.3	-5.1
Small Cap -<\$2bn	0.2	1.2	-1.0

RISK STATISTICS (3 YEARS)

	Fund	Benchmark
Alpha	0.40	-
Beta	0.95	-
R-Squared	93.11	-
Standard Deviation	19.91%	20.14%
Sharpe Ratio	0.91	0.70

PORTFOLIO CHARACTERISTICS

Forward Price to Earnings	45.87x
Price to Book Ratio	6.53x
Average Market Capitalization (millions)	\$19,257.1M

²% of net assets represents the Fund's exposure based on the economic value of securities and is adjusted for futures, options, swaps and convertible bonds. Allocations subject to change.

Price to Earnings Ratio: The price-to-earnings ratio is used to assess a company's valuation. To compute this ratio, the latest closing price is divided by the company's last fiscal year's Earnings Per Share. The ratio represents a weighted harmonic mean of the price-to-earnings ratios of its holdings with negative values being excluded from the calculation. **Price to Book Ratio:** represents the ratio of the current closing price of the share to the latest quarter's book value per share. **Average Market Cap:** The average size of the securities the fund invests in. **Alpha:** A measure of performance on a risk-adjusted basis. Alpha takes the volatility (price risk) of a mutual fund and compares its risk-adjusted performance to a benchmark index. The excess return of the fund relative to the return of the benchmark index is a fund's alpha. **Beta:** Beta measures the fund's sensitivity to market movements beta greater than 1 is more volatile than the market beta less than 1 is less volatile than the market. **R-Squared:** R-Squared reflects the percentage of a fund's movements that are explained by movements in its benchmark, showing the degree of correlation between the fund and benchmark. This figure is helpful in assessing how likely it is that beta is statistically significant. **Standard Deviation:** Standard Deviation measures the volatility of the fund's returns. Higher deviation represents higher volatility. **Sharpe Ratio:** Sharpe Ratio uses a fund's standard deviation and its excess return (difference between the fund's return and the risk-free return of 90-day Treasury Bills) to determine reward per unit of risk.

You should consider the investment objectives, risks, charges and expenses of the fund carefully before investing. The prospectus and, if available, the summary prospectus contain this and other information about the fund and are available, along with information on other BlackRock funds, by calling 800-882-0052 or from your financial professional. The prospectus should be read carefully before investing. Investing involves risks including possible loss of principal.

†The Morningstar Analyst Rating™ is not a credit or risk rating. It is an evaluation performed by Morningstar's Manager Research Group. The funds are evaluated on five pillars: process, performance, people, parent, and price. This evaluation determines how they believe funds are likely to perform relative to a benchmark over the long term on a risk-adjusted basis. They consider quantitative and qualitative factors. For active funds, an Analyst Rating of Gold, Silver, or Bronze reflects the expectation that the fund will be able to deliver positive alpha net of fees relative to the standard benchmark index assigned to the Morningstar category. The Analyst Ratings are overseen by an Analyst Rating Committee and are monitored and reevaluated at least every 14 months.

For more detailed information about Morningstar's Analyst Rating, including its methodology, please go to <https://www.morningstar.com/content/dam/marketing/shared/pdfs/Research/962834.pdf>. The Morningstar Analyst Rating (i) should not be used as the sole basis in evaluating a fund, (ii) involves unknown risks and uncertainties which may cause the Manager Research Group's expectations not to occur or to differ significantly from what they expected, and (iii) should not be considered an offer or solicitation to buy or sell the fund.

†† The Morningstar Rating™ for funds, or "star rating", is calculated for managed products (including mutual funds, variable annuity and variable life subaccounts, exchange-traded funds, closed-end funds, and separate accounts) with at least a three-year history. Exchange-traded funds and open-ended mutual funds are considered a single population for comparative purposes. It is calculated based on a Morningstar Risk-Adjusted Return measure (excluding any applicable sales charges) that accounts for variation in a managed product's monthly excess performance, placing more emphasis on downward variations and rewarding consistent performance. The top 10% of products in each product category receive 5 stars, the next 22.5% receive 4 stars, the next 35% receive 3 stars, the next 22.5% receive 2 stars, and the bottom 10% receive 1 star. The Overall Morningstar Rating for a managed product is derived from a weighted average of the performance figures associated with its three-, five-, and 10-year (if applicable) Morningstar Rating metrics. The weights are: 100% three-year rating for 36-59 months of total returns, 60% five-year rating/40% three-year rating for 60-119 months of total returns, and 50% 10-year rating/30% five-year rating/20% three-year rating for 120 or more months of total returns. While the 10-year overall star rating formula seems to give the most weight to the 10-year period, the most recent three-year period actually has the greatest impact because it is included in all three rating periods. The fund was rated against the following numbers of U.S.-domiciled Mid-Cap Growth funds over the following time periods: 558 in the last 3 years, 500 in the last 5 years and 381 in the last 10 years. With respect to these Mid-Cap Growth funds, the fund received a Morningstar Rating of 5, 5 and 5 stars for the 3-, 5- and 10-year periods, respectively. Other classes may have different performance characteristics.

The unmanaged Russell Midcap Growth Index consists of the bottom 800 securities of the Russell 1000 Index with greater-than-average growth orientation as ranked by total market capitalization. They generally have higher price-to-book and price-to-earnings ratios, lower dividend yields and higher forecasted growth values.

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Not FDIC Insured - No Bank Guarantee - May Lose Value

0EF-BMGAX-F0620



BLACKROCK

COLUMBIA ACORN FUND

Consistent investment process

This diversified fund uses a consistent, time-tested investment process to identify primarily domestic small- and mid-cap companies that we believe will be good long-term investments.

Growth focus, valuation awareness

We seek to invest in quality growth companies at reasonable valuations—companies that are innovative, operate within a favorable market structure with high barriers to entry and enjoy structural growth tailwinds.

Breadth of research capabilities

The fund is supported by a large internal analyst team specializing in small- and mid-cap investing that follows an intensive, bottom-up approach to stock selection. Analysts are specialized by industry or geographic region.

Share Class Symbol	A LACAX	Advisor CEARX	C LIACX	Institutional ACRNX	Institutional 2 CRBRX	Institutional 3 CRBYX
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Morningstar Percentile Rankings

Category: Mid-Cap Growth

	Class Inst (%)	Class A (%)	Total Funds
1-year	66	67	602
3-year	70	72	558
5-year	65	67	500
10-year	76	79	381

Morningstar Rankings are based on annualized total returns (1 being most favorable and 100 being least).

Morningstar Style Box™

Size	Equity Style		
	Value	Blend	Growth
Large			
Med			█
Small			

The Morningstar Style Box™ is based on the fund's portfolio holdings as of period end. For equity funds, the vertical axis shows the market capitalization of the stocks owned, and the horizontal axis shows investment style (value, blend, or growth). Information shown is based on the most recent data provided by Morningstar.

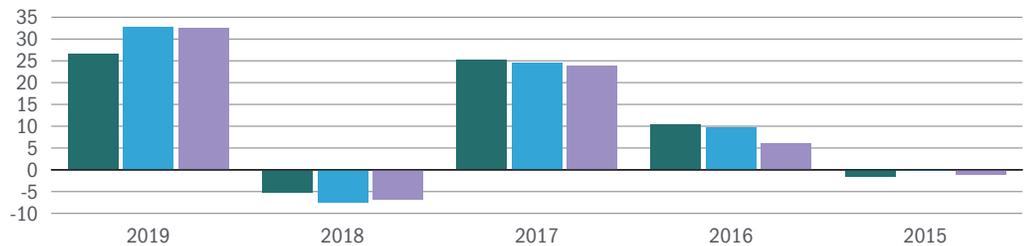
Expense Ratio*

	Net	Gross
Class A	1.11	1.11
Class Adv	0.86	0.86
Class C	1.86	1.86
Class Inst	0.86	0.86
Class Inst 2	0.82	0.83
Class Inst 3	0.78	0.78

Average Annual Total Returns (%)

	Inception Date	YTD (cum.)	1-year	3-year	5-year	10-year	Since Inception
Without sales charges							
Class Inst	06/10/70	1.01	5.52	10.60	9.15	12.30	14.03
Class A ¹	10/16/00	0.93	5.33	10.34	8.88	12.00	13.67
Class C ¹	10/16/00	0.69	4.57	9.52	8.09	11.18	12.81
Class Inst 3 ¹	11/08/12	1.07	5.65	10.73	9.25	12.38	14.04
Russell 2500 Growth Index		2.02	9.21	12.10	9.57	14.45	—
Morningstar category: Mid-Cap Growth		3.60	9.65	12.58	9.92	13.57	—
With sales charge							
Class A ¹		-4.84	-0.69	8.18	7.60	11.34	13.53
Class C ¹		-0.14	3.88	9.52	8.09	11.18	12.81

Calendar-Year Total Returns (%)



Calendar-Year Total Returns (%)	2019	2018	2017	2016	2015
Class Inst	26.60	-5.09	25.24	10.39	-1.57
Russell 2500 Growth Index	32.65	-7.47	24.46	9.73	-0.19
Morningstar category: Mid-Cap Growth	32.52	-6.65	23.91	6.03	-0.95

Performance data shown represents past performance and is not a guarantee of future results. The investment return and principal value of an investment will fluctuate so that shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data shown. With sales charge performance is calculated with max sales charge of 5.75% for the A share and 1.00% CDSC for the C share. Please visit www.columbiathreadneedle.com for performance data current to the most recent month end. Class Adv, Inst, Inst 2 and Inst 3 shares are sold at net asset value and have limited eligibility. Columbia Management Investment Distributors, Inc. offers multiple share classes, not all available through all firms, and the share class ratings may vary. Contact us for details.

¹ The returns shown for periods prior to the share class inception date (including returns since inception, which are since fund inception) include the returns of the fund's oldest share class. These returns are adjusted to reflect any higher class-related operating expenses of the newer share classes, as applicable. For more information please visit: www.columbiathreadneedleus.com/investor/investment-products/mutual-funds/appended-performance.

* The fund's expense ratio is from the most recent prospectus. The investment manager and certain of its affiliates have contractually (for at least twelve months after the date of the fund prospectus) agreed to waive certain fees and/or to reimburse certain expenses of the fund.

Investors should consider the investment objectives, risks, charges and expenses of a mutual fund carefully before investing. For a free prospectus or a summary prospectus, which contains this and other important information about the funds, visit www.columbiathreadneedle.com. Read the prospectus carefully before investing.

Fund Information[▲]

Fund inception	06/10/70
Fiscal year end	12/31/20
Total net assets (all classes, \$m)	3,882
Number of holdings	105
Turnover Rate (previous fiscal year end, %)	101
Market cap (weighted average, \$b)	8.20
Wtd avg P/E ratio, trailing	26.2
Price/book ratio (weighted average)	5.24

Risk: 3 Years[▲]

Sharpe ratio	0.47
Beta	0.93
R-squared	0.98
Standard deviation	20.83
Standard deviation, Russell 2500 Growth Index	22.22
Active Share	82.93

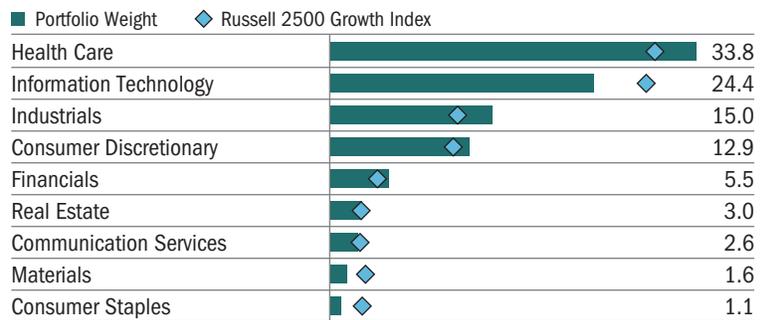
Investment Objective

The fund seeks long-term capital appreciation.

Portfolio Management

Matthew A. Litfin, CFA	25 years of experience
Erika K Maschmeyer, CFA	19 years of experience
Richard Watson, CFA	20 years of experience

Top Sectors (% net investments)



Top Holdings (% net assets)

Masimo	1.9
Ares Management - A	1.7
EPAM Systems	1.7
Jack Henry & Associates	1.6
CRISPR Therapeutics Ag	1.5
Zscaler	1.5
Manhattan Associates	1.4
Allegion	1.4
SPX	1.4
Argenx SE - ADR	1.4

Investment risks — **Market** risk may affect a single issuer, sector of the economy, industry or the market as a whole. Investments in **small- and mid-cap** companies involve risks and volatility greater than investments in larger, more established companies. **Foreign** investments subject the fund to risks, including political, economic, market, social and others within a particular country, as well as to currency instabilities and less stringent financial and accounting standards generally applicable to U.S. issuers. Risks are enhanced for **emerging market** issuers. The fund may invest significantly in issuers within a particular **sector**, which may be negatively affected by market, economic or other conditions, making the fund more vulnerable to unfavorable developments in the sector. The fund's prospectus is updated annually in May.

[▲] **Beta** measures a fund's risk relative to its benchmark. A beta of 1.00 indicates that the fund is as volatile as its benchmark. **R-squared** ranges from 0.00 to 1.00 and tells what percentage of an investment's movements is explained by movements in its benchmark index. **Sharpe ratio** divides a fund's gross return (excluding fees and expenses) in excess of the 90-day Treasury bill by the investment's standard deviation to measure risk-adjusted performance. **Standard deviation** is a statistical measure of the degree to which an individual value in a probability distribution tends to vary from the mean of the distribution. **Price-to-book ratio** is a stock's price divided by its book value, and may help determine if it is valued fairly. **Price-to-earnings ratio** is a stock's price divided by after-tax earnings over a trailing 12-month period, which serves as an indicator of value based on earnings. **Active Share** is a measure of the percentage of equity holdings in a portfolio that differ from the benchmark index as of month end. Active Share can be calculated as 100% minus the sum of the overlapping holdings of the portfolio and the index. A portfolio that is identical to the benchmark index will have an active share of 0%, while 100% indicates no overlap in holdings.

Fund holdings are as of the date given, are subject to change at any time, and are not recommendations to buy or sell any security. Top holdings include cash but exclude short-term holdings, if applicable.

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Morningstar Percentile Rankings are based on the average annual total returns of the funds in the category for the periods stated. They do not include sales charges or redemption fees but do include operating expenses and the reinvestment of dividends and capital gains distributions. Share class rankings vary due to different expenses. If sales charges or redemption fees were included, total returns would be lower.

The **Russell 2500 Growth Index**, an unmanaged index, measures the performance of the small- to mid-cap growth segment of the U.S. equity universe. It includes those Russell 2500 companies with higher price-to-book ratios and higher forecasted growth values. It is not possible to invest directly in an index.

Returns shown assume reinvestment of distributions and do not reflect the deduction of taxes that a shareholder would pay on fund distributions or the redemption of fund shares.

Not all products and share classes are available through all firms.

Columbia Acorn Funds are distributed by Columbia Management Investment Distributors, Inc., member FINRA, and managed by Columbia Wanger Asset Management, LLC.

Columbia Threadneedle Investments (Columbia Threadneedle) is the global brand name of the Columbia and Threadneedle group of companies.

ORDINANCE No. 437-20

**AMENDING THE GENERAL CODE OF ORDINANCES OF MARINETTE COUNTY -
COUNTY GOVERNMENT CHAPTER 2 – COUNTY GOVERNMENT**

The County Board of Supervisors of the County of Marinette does ordain as follows:

Section One: Section 2.07 of the Marinette County Code of Ordinances shall be amended to read as follows:

2.07 COMMITTEES OF THE COUNTY BOARD

...

(5) Duties of All Committees.

- (a) All committees shall be required to act on all matters prescribed by law or directed by the County Board of Supervisors.
- (b) Each standing committee of the County Board shall have the authority to examine all bills, claims, and accounts after payment has been processed.
- (c) Each committee shall be provided the opportunity to review and comment on the annual budget, for all departments under the committee’s jurisdiction prior to the budget being presented to the County Board for adoption.
- (d) All agreements that bind the County shall be subject to Corporation Counsel review. Agreements totaling \$25,000 or greater to which the County is a party shall be submitted to the appropriate committee of jurisdiction and County Board for review and approval except those which the Highway Commissioner is by statute authorized to sign. Absent specific committee authority, as set forth in duties of committees, agreements that bind the County for amounts totaling \$25,000.00 or greater shall be forwarded to the full County Board for approval. ~~Prior to entering into a~~ Agreements that are less than \$25,000 or bind the County in a manner not requiring compensation on behalf of the County and potentially create County liability, ~~such agreements~~ shall be approved by the County Administrator. (Ord #297 1/31/06, Ord #329 7/28/09, Ord #343 7/27/10, Ord #385-16 3/29/16, Ord #387-16 6/28/2016, Ord #398 2/27/18, Ord #432 3/31/2020)
- (e) Review all legislative matters under the committee’s jurisdiction, advise the County Board and otherwise promote the passage of legislation which is in the best interest of Marinette County. (Ord #431 3/31/2020)

...

Section Two: This ordinance shall be effective immediately upon passage and publication.

Approved by a majority of a quorum of the Marinette County Board of Supervisors on October 27, 2020.

John Guarisco, Chairperson

Kathy Brandt, County Clerk

Recommended by the Administrative Committee on October 15, 2020

Marinette County Finance Department
Fiscal Impact Statement

437-20

Ordinance

Resolution

**AMENDING SECTION 2.07 (5) OF THE MARINETTE COUNTY CODE OF
ORDINANCES – COMMITTEES OF THE COUNTY BOARD**

Fiscal Impact Statement:

No fiscal impact

Laura Mans

Laura Mans
Finance Director

October 9, 2020

Date

Marinette County Finance Department
Fiscal Impact Statement

438-20

Ordinance

Resolution

**AMENDING SECTION 3.17 OF THE MARINETTE COUNTY CODE OF
ORDINANCES – GRANTS AND DONATIONS**

Fiscal Impact Statement:

No fiscal impact

Laura Mans

Laura Mans
Finance Director

October 9, 2020

Date

TAX COLLECTION AGREEMENT

This agreement, by and between the City/Village/Town of _____ and Marinette County, as follows:

1. COLLECTIONS

- The Municipality will inform its citizens that Real Estate Tax Payments should be made to the Marinette County Treasurer.
- Marinette County Treasurer will offer to handle Personal Property tax bill collections until January 31, 2021 (plus the 5-day grace period). After that time, the City/Village/Town will handle all Personal Property collections. The County ***will not*** be handling information concerning dog licenses.
- Marinette County Treasurer will process the first half and full payments of Real Estate Property Taxes and Personal Property Taxes, plus payments of Special Charges and Special Assessments.
- Timely payments received by each Municipal Treasurer will be forwarded along with the postmarked envelope to the Marinette County Treasurer immediately and will be certified as a timely payment.
- Collections will be deposited daily by the Marinette County Treasurer into a Tax Collection Clearing Account and will be credited thereafter into individual Municipal, working or interest bearing accounts. Each Municipality will have full control of their respective bank accounts.

2. REPORTS

- Each Municipality will receive a daily Tax Collection Report of Real Estate Tax payments listed by parcel number.
- Each Municipality will periodically receive a Tax Collection Report listing daily tax collections, the date, and bank deposits. This report will be useful for reconciling all balances.

3. RECEIPTS

- All payments received by mail will receive a computer generated receipt from the Marinette County Treasurer's office.
- Payments can be made in person at the Marinette County Treasurer's office, or at participating Financial Institutions. Taxpayer will receive an immediate computer generated receipt.

4. SETTLEMENT

- Each Municipality will settle with Marinette County on or before the 15th of January, and the 20th of February, each year, for all collection of General Taxes, Special Charges and Special Assessments.
- Each Municipality will pay all the taxing districts their proportionate share of the levies collected from information provided by the Marinette County Treasurer's office by the statutory prescribed payment dates in January and February. Marinette County pays all taxing jurisdictions in August.

5. COST REIMBURSEMENT TO COUNTY

- Marinette County will charge Municipalities costs associated with the collection system as per the attached "Tax Collection Costs to Your Municipality".
- If you choose to enter into this agreement with the County, the costs to your municipality would be \$0.85 for each taxable parcel plus a \$250.00 administrative fee.

Property Listing will handle the billing for the 2020 Tax Roll and Tax Statements as in the past. **The fees I have quoted are for collection only – not billing.**

Please contact Marinette County Treasurer’s office on or before October 14, 2020 as to whether your Municipality will contract with the County or not.

This agreement will be binding with the Municipality and the County of Marinette for processing the 2020 tax bills.

DATE: _____

DATE: _____

City/Village/Town -- Mayor/President/Chairperson

Marinette County Clerk-Kathy Brandt

City/Village/Town Treasurer

Marinette County Treasurer- Bev Noffke

Tax Collection for First Installments of 2020 Tax Bills

The following Municipalities have signed an agreement to have Marinette County collect their First Installment of Taxes

1	Town of Athelstane
2	Town of Beaver
3	Town of Beecher
4	Town of Dunbar
5	Town of Grover
6	Town of Lake
7	Town of Middle Inlet
8	Town of Niagara
9	Town of Pembine
10	Town of Peshtigo
11	Town of Porterfield
12	Town of Pound
13	Town of Silver Cliff
14	Town of Wagner
15	Town of Wausaukee
16	Village of Coleman
17	Village of Pound
18	Village of Wausaukee
19	City of Marinette
20	City of Niagara

This is an assumption, since they have not responded to several emails

The following Municipalities will continue doing their own collection of the First Installment of Taxes

1	Town of Amberg
2	Town of Goodman
3	Town of Stephenson
4	Village of Crivitz
5	City of Peshtigo

This is an assumption, since they have not responded to several emails

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AMENDMENT 108
MARINETTE COUNTY
PERSONNEL POLICIES AND PROCEDURES MANUAL
SECTION 1.04 DEFINITION OF TERMS
AND
SECTION 1.26 CONDITIONS OF EMPLOYMENT

The Policies & Procedures Manual section 1.04 (a) (20) Election to Extend Retirement Date is created and remainder of section 1.04 (a) is renumbered and section 1.26 (r) (4) shall be amended to read as follows:

1.04 Definition of Terms.

(a) The following definitions shall be applicable in this Chapter:
...

(20) **Election to Extend Retirement Termination Date.** The extension of employment retirement termination date applies if an employee has opted to extend his/her retirement date by use of accrued benefits, has turned in all County equipment, has been disconnected from all computer access, and has completed exit interview/check list
...

1.26 Conditions of Employment.

...

(r) **Resignation/Termination Pay and Benefits.**

...

(4) Employees electing to retire must do so in accordance with the provisions of the Wisconsin Retirement System. Employees may use accrued vacation, personal leave and/or compensation time to extend a retirement termination date. If an employee elects to extend retirement termination date on or after October 27, 2020, during the time of extension, employee shall not accrue vacation, sick, or personal leave; shall not be eligible for life or disability insurance; shall not receive holiday pay; and, will be required to use vacation and/or compensation time for holidays. Refer to section 1.29 (b) (22) for policy related to payout of unused sick leave. **[Amendment 94; Adopted 12.18.18]**

This amendment shall become effective October 27, 2020.

Approved by Administrative Committee:

Approved by County Board:



MARINETTE COUNTY POSITION REQUEST FORM

Administration Completes and returns to the Department

Applicable dates:

Governing Committee Dev 10-6-2020
Administrative Committee 10-15-2020
County Board NA

Permission to proceed:

[Signature]
(County Administrator initials and dates)

Department Completes and submits to Human Resources

Department: Land Information
Department Head: Greg Cleereman
Supervisor: County Conservationist (Vacant)
Position Title: Conservation Specialist
Old Position Title: _____
Hours per Week/Year: 40 per week
Effective Date: / /

Account Number(s): 56192000

New Positions: <small>(check all that apply)</small>	<input type="checkbox"/> Permanent
	<input type="checkbox"/> Seasonal
	<input checked="" type="checkbox"/> Project
	<input type="checkbox"/> LTE
	<input type="checkbox"/> Addition of Current Position
	<input type="checkbox"/> Eliminate/Create
Changes to Existing:	<input type="checkbox"/> Hours of Work
	<input type="checkbox"/> Title Change
	<input type="checkbox"/> Location Change

Funding taken from: Salaries with Fringes (i.e. salaries with or without fringes)

Justification for request: Please attach

Human Resources Completes and submits to Finance

Wage Scale: Carlson-Dettmann
Pay Rate/Salary: \$23.40 \$26.74 \$30.08
Pay Level: H

Human Resources Initials: ch

Finance Completes and returns to Administration

Cost of Request:
Wages: \$ _____ Workers Comp: \$ _____
FICA: \$ _____ Life Insurance: \$ _____
Retirement: \$ _____ Longevity: \$ _____
Other (explain): _____

Total Cost: \$ please see attached Finance Initials: LM

Approval*

Department Head: [Signature] 9/29/2020
County Administrator: [Signature] 9/29/2020

* Minutes from the applicable Governing Committee, Administrative Committee, and County Board meeting must be attached.



Conservation Specialist Position Justification

The Land Information Department (LID) has obtained a \$450,727.00 five-year grant from the Natural Resources Conservation Service (NRCS) to pay for this position. We will now have the capability to utilize NRCS grant funds to benefit county landowners while protecting the local environment, especially surface water quality. The lack of LID staff has meant that hundreds of thousands of dollars in federal cost-sharing for conservation of local natural resources have not been available for our landowners. With the filling of this position, that limiting factor will be removed.

The LID is close to obtaining a large grant from the Natural Resources Damage Assessment Council for northern pike and other fish habitat work. The Conservation Specialist, working under the direction of the new County Conservationist, will play a key role in the implementation of the NRDA grant if obtained. Without these staff, it will not be possible to implement the grant.

The County Conservationist and Conservation Specialist, working together with existing staff, give us the wherewithal to apply for and implement other state, federal, and private grant sources to implement projects benefiting county residents and building our program capability. Both of these individuals will play important roles in establishing the grant funded Demonstration Farm Network, implementing the grant funded Lake Monitoring and Protection Network, and completing other current/planned conservation work.

Marinette County is updating our Land and Water Resource Management Plan. Not only is effort require to continue receiving State staff funding and cost sharing, plan goals and objectives determine the direction of LID conservation efforts. Having the Conservation Specialist provides a major boost to our ability to fully implement the plan.



Job Title: Conservation Specialist

Department: Land Information
Position Reports to: County Conservationist
Pay Grade Level: Carlson-Dettmann H
FLSA Status: Non-Exempt
Position Status: Full Time

JOB ANALYSIS

This position will support a Demonstration Farm network, assist agricultural producers achieve 590 Standard Nutrient Management Plan compliance and work closely with County, State and Federal employees to advance landowners through the Natural Resources Conservation Service (NRCS) Conservation Planning Process. Additional duties include assisting landowners with the development and implementation of habitat conservation and enhancement plans, design and oversee a comprehensive drinking water well testing program and assist with the development of grant applications in support of departmental goals.

ESSENTIAL JOB FUNCTIONS

- A. Build technical capacity to implement Farm Bill and NRCS Conservation Programs.
- B. Establish a Demonstration Farm Network.
- C. Build Marinette County capacity to develop and implement effective conservation projects.
- D. Leverage non-Federal resources to achieve positive natural resource conservation outcomes.
- E. Provide landowners and local units of government with an understanding of State and Federal conservation programs.
- F. Provide technical assistance and guidance to individuals and groups of landowners or operators in developing resource conservation plans in accordance with prescribed standards.
- G. Assist landowners by completing full farm inventories, assessing and explaining conservation needs, and proposing best management practices to landowners or operators.
- H. Assist agriculture producers to maximize environmental and agronomic benefits of nutrient management and review plans for compliance.
- I. Conduct inventories, assess needs, create conservation plans and designs, monitor installations and track practice compliance.
- J. Provide educational information through appropriate media and in-person presentations to individuals and groups.
- K. Assist County Conservationist with grant applications, cost share agreement development and amendments, practice tracking, file management and financial administration.
- L. Survey, compute cost estimates and prepare plans for conservation practices and systems.
- M. Record and maintain required program and landowner file documentation.
- N. Administer the Marinette County Agricultural Performance Standards and Animal Waste Ordinance to ensure compliance.
- O. Assist other agencies and external committees as needed and assigned by the County Conservationist.
- P. Assist other divisions within the Land Information Department as needed.

REQUIRED ABILITIES

- A. Maintain security of confidential matters and materials.
- B. Maintain knowledge of applicable current local, state, and federal laws, rules and regulations.
- C. Operate modern office equipment.
- D. Possess working knowledge of general office procedures, computer hardware/software and office equipment.
- E. Communicate orally and in writing effectively.
- F. Present information to management, small groups and individuals.
- G. Respond to inquiries, complaints or questions from a group or individual setting.
- H. Remain calm and levelheaded in difficult, unexpected or emergency situations.
- I. Possess excellent public relation skills.
- J. Apply excellent trouble shooting skills.
- K. Interpret complex documents.
- L. Define problems, collect data, establish facts and draw valid conclusions.
- M. Add, subtract, divide and multiply.

- N. Process information derived from numbers.
- O. Compute rate, ratio and percent as well as draw and interpret bar graphs.
- P. Memorize and retain information over long and short periods of time.
- Q. Apply charts, diagrams, or contemplate logical steps in a process.
- R. Apply attention to detail.
- S. Apply procedures and interpret instructions accurately.
- T. Perform effectively under tight time frames and demanding schedules.
- U. Prioritize multiple tasks and meet scheduled deadlines.
- V. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- W. Work as team player in the absence of or with minimal supervision.
- X. Manage unexpected changes within job duties.

QUALIFICATIONS

- A. Requires a Bachelor's degree from an accredited school in the Soils, Natural Resources or related field.
- B. Requires two years of experience in the Natural Resources field.
- C. Prefer working knowledge of nutrient management planning principles.
- D. Possess and maintain an insurance acceptable driver's license.
- E. Requires qualification under the Wisconsin Caregivers Law, Wisconsin Act 27.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE

- A. Work indoors in a controlled environment.
- B. Work indoors in a non-temperature controlled environment.
- C. Work outdoors exposed to changing weather conditions.
- D. Work outdoors but in the confines of a vehicle.
- E. Work in wet or humid conditions.
- F. Subjected to fumes or airborne particles.
- G. Subjected to toxic or caustic chemicals.
- H. Adapt to rapid changes in environmental conditions.
- I. Interact with abusive and/or difficult individuals occasionally.

PHYSICAL DEMANDS

- A. Requires hand-eye coordination.
- B. Sit for long periods of time.
- C. Stand for long periods of time.
- D. Walk for long periods of time including rough and uneven terrain.
- E. Stoop, kneel, crouch or crawl frequently.
- F. Bend, squat, stretch, and twist frequently.
- G. Coordinate eyes, hands, feet and limbs in performing semi-skilled movements such as assembling.
- H. Lift and/or carry up to 50 pounds frequently, occasionally lifting in excess.

ADDITIONAL DUTIES

- A. Work outside of normal hours when necessary.
- B. Perform additional duties as assigned.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL. SO CLASSIFIED.

MARINETTE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH MARINETTE COUNTY WHEN NECESSARY.

Prepared: 08/2020 & 09/2020
 Approved: 09/29/2020

09/29/2020 Position pending committee/County Board approvals

2020 Position Request - Conservation Specialist

	Hours	Per Hour	111 SALARY	Longevity	7.65% 151 *FICA	6.75% 152 WRS	154 **H&D & HRA	155 Life Insurance	2.00% 159 W/C	Total Benefits	Total Salary & Benefits
New Position:											
Conservation Specialist, Grade H Step 1	2080	\$ 23.40	\$ 48,672.00	\$ -	\$ 3,561.81	\$ 3,285.36	\$ 18,924.23	\$ 39.12	\$ 973.44	\$ 26,783.96	\$ 75,455.96
Conservation Specialist, Grade H Step 6	2080	\$ 26.74	\$ 55,619.20	\$ -	\$ 4,093.27	\$ 3,754.30	\$ 18,924.23	\$ 39.12	\$ 1,112.38	\$ 27,923.30	\$ 83,542.50
Conservation Specialist, Grade H Step 11	2080	\$ 30.08	\$ 62,566.40	\$ -	\$ 4,624.73	\$ 4,223.23	\$ 18,924.23	\$ 39.12	\$ 1,251.33	\$ 29,062.64	\$ 91,629.04

*FICA percentage calculated by salary plus longevity minus employee share of health and dental/125 Flex

**Employer H&D Vacant positions: Priority Employee/Spouse Health, Family Dental

Employee H&D FICA Exempt:	H&D	Flex	Total
New Position Step 1, 6 & 11	2,112.37		2,112.37

ADMINISTRATIVE COMMITTEE
 SCHEDULE OF APPROPRIATION ENTRIES
 OCTOBER 15, 2020

Department	County Board	2020 ENTRIES	JE #	Period	Amount	Increase/ Decrease	Org	Org Description	Object	Object Description
Highway	N	To decrease County road projects for construction and decrease LRIP funding in 2020 budget; to increase County routine maintenance to cover seal coat and chip sealing projects (County O and County OO) and increase County winter maintenance to cover budget overages	10		\$ (570,000.00)	Decrease	53308000	County Road Projects	52498	Operation Expenditures
					\$ 180,000.00	Decrease	53308000	County Road Projects	47237	LRIP Funding
					\$ 272,283.00	Increase	53301000	County Routine Maintenance	52476	Sealcoating
					\$ 117,717.00	Increase	53302000	County Winter Maintenance	52498	Operation Expenditures
Finance	N	To appropriate funds from Special Accounting to Independent Auditing to cover 2020 budget overage	10		\$ 833.00	Increase	51511000	Independent Auditing	52498	Operation Expenditures
					\$ (833.00)	Decrease	51512000	Special Accounting	52498	Operation Expenditures
Land Information	N	To transfer funds from Land Conservation to Conservation Camp to cover expenses incurred prior to closing program due to COVID	10		\$ (352.20)	Decrease	56270000	Land Conservation	52424	Dues/Registration/Tuition
					\$ 352.20	Increase	56173000	Conservation Camp	52291	Purchas of Service
Forestry	N	To transfer 2020 budget for Forestry Administrator from County Forest to Forestry Administrator Grant; Forestry Administrator Grant established under new org code for grant	10		\$ (79,737.00)	Decrease	56110000	County Forest	50111	Salaries
					\$ (300.00)	Decrease	56110000	County Forest	51133	Longevity
					\$ (5,918.00)	Decrease	56110000	County Forest	51151	Co Share of Social Security
					\$ (5,403.00)	Decrease	56110000	County Forest	51152	Co Share of State Retirement
					\$ (24,798.00)	Decrease	56110000	County Forest	51154	Health & Dental
					\$ (162.00)	Decrease	56110000	County Forest	51155	Life Insurance
					\$ (1,665.00)	Decrease	56110000	County Forest	51159	Workmens Compensation
					\$ 79,737.00	Increase	55420000	Forestry Administrator Grant	50111	Salaries
					\$ 300.00	Increase	55420000	Forestry Administrator Grant	51133	Longevity
					\$ 5,918.00	Increase	55420000	Forestry Administrator Grant	51151	Co Share of Social Security
					\$ 5,403.00	Increase	55420000	Forestry Administrator Grant	51152	Co Share of State Retirement
					\$ 24,798.00	Increase	55420000	Forestry Administrator Grant	51154	Health & Dental
					\$ 162.00	Increase	55420000	Forestry Administrator Grant	51155	Life Insurance
\$ 1,665.00	Increase	55420000	Forestry Administrator Grant	51159	Workmens Compensation					
Finance	N	To recognize Routes to Recovery funding and establish 2020 budget for COVID expenses incurred	10		\$ (673,078.00)	Increase	52511000	Cares Routes to Recovery	43529	HS/FEMA/WEM
					\$ 221,000.00	Increase	52511000	Cares Routes to Recovery	50111	Salaries
					\$ 8,400.00				50114	Overtime
					\$ 3,950.00	Increase	52511000	Cares Routes to Recovery	51151	Co Share of Social Security
					\$ 4,700.00	Increase	52511000	Cares Routes to Recovery	51152	Co Share of State Retirement
					\$ 13,000.00	Increase	52511000	Cares Routes to Recovery	51154	Health & Dental
					\$ 80.00	Increase	52511000	Cares Routes to Recovery	51155	Life Insurance
					\$ 1,010.00	Increase	52511000	Cares Routes to Recovery	51159	Workmens Compensation
					\$ 160.00	Increase	52511000	Cares Routes to Recovery	52291	Purchase of Service
					\$ 490.00	Increase	52511000	Cares Routes to Recovery	52426	Ads/Bids/Notices
					\$ 365.00	Increase	52511000	Cares Routes to Recovery	52439	Travel
					\$ 60,775.00	Increase	52511000	Cares Routes to Recovery	52980	Equipment and Materials
					\$ 359,148.00	Increase	52511000	Cares Routes to Recovery	53890	Outlay