



## MINUTES

### INFRASTRUCTURE COMMITTEE

September 11, 2019  
9:00 a.m.  
Jury Assembly Room  
Marinette County Courthouse

**MEMBERS PRESENT:** Supervisors Gilbert Engel, Shirley Kaufman, Al Mans, Bill Stankevich and Dave Zahn

**MEMBERS EXCUSED:** Supervisor Al Sauld

**OTHERS PRESENT:** County Administrator John Lefebvre, Corporation Counsel Gale Mattison, Forestry and Park Administrator Pete Villas, Highway Commissioner Eric Burmeister, Facilities Director Martin Keyport, County Board Chair Mark Anderson, County Supervisor George Kloppenburg, Sheriff Chris Lesperance, DNR Forester Dan Mertz, DNR Supervisor Cole Couvillion, Forestry & Parks Administrative Specialist Kellie Hartman, Bay Cities Radio, Eagle Herald, Roger Allen, Dennis Liebergen and David Sanicki

#### 1. Call to Order

Chair Mans called the meeting to order at 9:00 a.m.

#### 2. Agenda

**Motion** (Stankevich/Engel) to approve agenda with a change of sequence moving item number 19 up on the agenda to between item 6 and 7. Motion carried. No negative votes.

#### 3. Minutes

**Motion** (Zahn/Stankevich) to approve minutes of August 7, 2019. Motion carried. No negative votes.

**4. Public Comment** – None

**5. Correspondence** – None

## 6. Reports of outside agencies and others

- 655 hours of 2,916 support hours - 22%
- Sponsored estimating volume training
- Finished surveying for Root Collar Weaver in Jack Pine plantations
  - County has a severe infestation
  - Remove sod cover habitat to control problem

## 7. Ordinance No. 428-19, Chapter 7 – Traffic Code

**Motion** (Stankevich/Kaufman) to discuss and consider Ordinance No. 428-19 amending the General Code of Ordinances of Marinette County – County Government Chapter 7 – Traffic Code relating to designating ATV/UTV and Snowmobile routes. Motion carried. No negative vote.

**Motion** (Engel/Kaufman) to amend section 7.08(1)(i) of the proposed ordinance to read: County Highway O beginning at Barlow Lake Road and ending approximately 5,673' north of Barlow Lake Road all in the Town of Niagara. Motion carried. No negative votes.

**Motion** (Engel/Zahn) to eliminate section 7.09(2)(b) (12)(a) from the proposed ordinance. Motion carried. No negative votes.

**Motion** (Gilbert) to eliminate section 7.09(2)(b)(14) from the proposed ordinance. Motion failed due to lack of a second.

**Motion** (Stankevich/Kaufman) to recommend County Board approve Ordinance Number 428-19 as amended. Motion carried. Voting no – Engel Exhibit A

## 8. Appropriation entries

**Motion** (Kaufman/Stankevich) to recommend the Administrative Committee approve Schedule of Appropriation Entries. Motion carried. No negative votes. Exhibit B

## 9. Reports of Forestry and Parks

- Forestry's Monthly Revenue Report – Exhibit C
- Park's Monthly Revenue Report – Exhibit D
- Parks project update
  - Horse Shoe Falls & 18 Foot Falls – outhouses installed
  - 18 Foot Falls – upgrading trails
- Forestry project update
  - Grading County Forest roads

## **10.2019 Fall Timber Sale**

**Motion** (Zahn/Engel) to schedule Timber Sale bids to be due Tuesday, October 29, 2019 by 4:00 p.m., bid opening on Wednesday, October 30 at 9:00 a.m., and award of sales during the Infrastructure Committee meeting on Wednesday, November 6, 2019 at 9:00 a.m. Motion carried. No negative votes.

## **11. Timber Sale contract extensions**

**Motion** (Kaufman/Stankevich) to grant timber sale contracts expiring in 2019 extensions for 1 year subject to the Purchaser (Logger) increasing the contract performance bond from 25% to 50%. Motion carried. No negative votes.

## **12. Elimination of two Forest Patrol Officer Positions**

**Motion** (Stankevich/Engel) to recommend County Board eliminate two Forest Patrol Officer Positions effective January 2, 2020. Motion carried. Voting no – Kaufman & Engel Exhibit E

## **13. Resolution No. 516-19 County Forest and Parks Development Fund**

**Motion** (Engel/Stankevich) to recommend County Board approve Resolution No. 516-19 County Forest and Parks Development Fund – Phase out. Motion carried. No negative votes. Exhibit F

## **14. Resolution No. 517-19 Creating Non-Lapsing Property Management Fund**

**Motion** (Kaufman/Zahn) to recommend County Board approve Resolution No. 517-19 Creating Non-Lapsing Property Management Fund. Motion carried. No negative votes. Exhibit G

## **15. Town of Peshtigo Transfer 24-1933 & 24-1911.002**

**Motion** (Zahn/Kaufman) to approve the Town of Peshtigo to transfer ownership of parcel numbers 24-1933 and 24-1911.002 subject to conditions similar to those placed on parcel number 24-1911.001 with the town responsible for all costs associated with preparation and recording of the deed. Motion carried. No negative votes. Exhibit H

## **16. WPS Utility Easements in the Town of Middle Inlet**

**Motion** (Stankevich/Engel) to recommending County Board grant Wisconsin Public Service utility easements to move overhead lines to underground lines in the Town of Middle Inlet, affecting the SW ¼ SW ¼ of Sec. 23, T33N-R20E at no cost to the County and with WPS to prepare deed and record at WPS cost. Motion carried. No negative votes. Exhibit I

## **17. WCFA Annual Meeting, September 26<sup>th</sup> & 27<sup>th</sup>, 2019**

**Motion** (Zahn/Kaufman) to authorize staff and committee members to attend WCFA Annual Meeting, September 26<sup>th</sup> & 27<sup>th</sup>, 2019 in Rhinelander, WI, with mileage and per diem for committee members. Motion carried. No negative votes.

## **18. Diana Outzen memorial bench**

**Motion** (Stankevich/Kaufman) to approve Diana Outzen to place a memorial bench at Twelve Foot Falls Park. Motion carried. No negative votes.

## **19. Reports of Highway activities – information only**

- Culvert replacement
  - STH 64 / Townline Road
  - STH 180 / Rademaker Road
  - CTH C / Parkway Road
  - CTH B/intersection of CTH BB
- City of Marinette – line striping
- Town of Beaver – laid second lift on Elmers Lane
- Raft, canoe & kayak portage - off of USH 8 park and ride
- Appropriation – transfer \$24,239.20 from fund balance for the purchase of Veri-Tech brine application system
- Commissioner working on drafting a Winter Operations Policy
- CTH G – pulverizing to begin end of next week, weather permitting
  - Job completed by October 15<sup>th</sup>

## **20. Reports of Maintenance activities – information only**

- Old LEC Update
  - Roofing RFP due Friday, September 13, 2019
  - Equipment off roof by end of next week
  - Meeting weekly on design documents
  - In-house selective demolition
- UW projects
  - Exterior Field House repair similar to repair on Courthouse Annex
  - Completed tuck pointing on UW Library
  - UW Field House move boiler – heat exchange delivered end of month
- 4<sup>th</sup> floor project/IS move
  - Working on moving confidential files
  - Steel demolition continues
  - Evaluating plumbing
  - Working with I.S. on layout of floor plan
  - Data center planning – moving up four floors
    - Evaluating cooling needs

- Lighting Upgrades (Ongoing Project)
  - Possible rebates on lighting installed within the past year
- Motor Pool planning/budgeting
  - Standardized line of vehicles
  - Vehicles on planned replacement schedule

**21. Request Ella Court easement to County**

**Motion** (Stankevich/Zahn) to approve making a formal request to the City of Marinette to vacate that portion of Ella Court between Stephenson’s First Additional Block 1 and 2 and/or to grant the County a 5 foot easement along the north side of Stephenson’s First Addition Block lots 1-11. Motion carried. Voting no - Kaufman

**22. Schedule meeting RFP’s for Old LEC Roof Replacement**

**Motion** (Engel/Stankevich) to approve scheduling a special meeting prior to County Board on September 17, 2019 to review RFP’s for Old LEC Roof Replacement. Motion carried. No negative votes.

**23. Invoices**

Committee reviewed Schedule of Paid Invoices for Forestry and Parks, Print Shop, Highway, Maintenance and UW Marinette.

**24. Future agenda items**

- None

**25. Fall Road Tour Itinerary**

**Motion** (Stankevich/Engel) to set fall road tour for October 9 with committee to meet at Goodman Park beginning at 9:30 a.m. Motion carried. No negative vote.

**26. Adjournment**

Motion (Kaufman/Engel) to adjourn 11:20 a.m. Motion carried. No negative vote.

Kellie Hartman  
Administrative Specialist

Date approved/corrected:

Next meeting dates – Tuesday, September 17, 2019 – 8:30 a.m.  
Wednesday, October 9, 2019 – 9:00 a.m.

**ORDINANCE No. 428-19**

**AMENDING THE GENERAL CODE OF ORDINANCES OF  
MARINETTE COUNTY - COUNTY GOVERNMENT  
CHAPTER 7 – TRAFFIC CODE**

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

*Section One:* Section 7.08 (1) and 7.09 (2)(b) of the Marinette County Code of Ordinances shall be amended to read as follows:

...  
**7.08 SNOWMOBILES**

**(1) Snowmobile Routes are to be so Designated. The following roads in the County of Marinette, Wisconsin, are hereby described as snowmobiles routes:**

- (i) County Highway O beginning at Barlow Lake Road and ending at County Highway N all in the Town of Niagara.

...  
**7.09 ALL TERRAIN VEHICLES UTILITY TERRAIN VEHICLES.**

...  
**(2) Designation of ATV/UTV Highway Routes**

...  
(b) The following roads in the County of Marinette, Wisconsin, are hereby designated as daylight ATV/UTV routes during the period commencing May 1 and ending December 1 unless designated otherwise:

**(1) County Highway A**

- (a) County Highway A beginning at Perch Lake Road and ending at Northway Drive all in the Town of Athelstane

...  
**(3) County Highway C**

- (b) County Highway C beginning at Fire Lane Road and ending at Tower Road Deer Lake Road all in the Town of Athelstane. (Ord #397 2/27/18)

...  
**(12) County Highway L**

- (a) US 141 to Smeester School Road

...  
**(14) County Highway N**

- (a) County Highway N beginning at Carpenter Ave and ending at County Highway O all in the Town of Niagara.

...  
**(23) County Highway W**

- (c) County Highway W beginning at County Highway P and ending at Gravelly Brook Road all in the Town of Lake.

...  
*Section Two:* This ordinance shall be effective immediately upon passage, publication and placement of appropriate signage.

Approved by a majority of a quorum of the Marinette County Board of Supervisors on September 17, 2019.

\_\_\_\_\_  
Mark Anderson, Chairperson

\_\_\_\_\_  
Katherine K. Brandt, County Clerk

Recommended by the Infrastructure Committee on September 11<sup>th</sup>, 2019



## MARINETTE COUNTY FORESTRY

### *Timber Contract Revenue*

Year 2018			Year 2019		
Month	Revenue	Year-to-Date	Month	Revenue	Year-to-Date
January	\$ 131,737.75	\$ 131,737.75	January	\$ (166,302.91)	\$ (166,302.91)
February	\$ 193,229.22	\$ 324,966.97	February	\$ 201,209.98	\$ 34,907.07
March	\$ 256,095.72	\$ 581,062.69	March	\$ 289,029.67	\$ 323,936.74
April	\$ 150,322.17	\$ 731,384.86	April	\$ 168,305.06	\$ 492,241.80
May	\$ 102,944.16	\$ 834,329.02	May	\$ 196,865.37	\$ 689,107.17
June	\$ 371,430.48	\$ 1,205,759.50	June	\$ 322,333.84	\$ 1,011,441.01
July	\$ 368,274.40	\$ 1,574,033.90	July	\$ 604,640.48	\$ 1,616,081.49
August	\$ 463,517.30	\$ 2,037,551.20	August	\$ 484,684.12	\$ 2,100,765.61
September	\$ 260,093.32	\$ 2,297,644.52	September		\$ 2,100,765.61
October	\$ 182,812.91	\$ 2,480,457.43	October		\$ 2,100,765.61
November	\$ 218,715.31	\$ 2,699,172.74	November		\$ 2,100,765.61
December	\$ 198,889.17	\$ 2,898,061.91	December		\$ 2,100,765.61

Current Status:     \$       63,214.41  
more than last year

## MARINETTE COUNTY PARKS

### *Camping Fees, Day Use, & Violation Revenue*

<b>Year 2019</b>						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 64,388.62	\$ 104.27	\$ -	\$ 64,492.89	\$	64,492.89
February	\$ 14,545.08	\$ 137.45	\$ -	\$ 14,682.53	\$	79,175.42
March	\$ 15,227.59	\$ 497.68	\$ -	\$ 15,725.27	\$	94,900.69
April	\$ 18,824.25	\$ 1,507.29	\$ -	\$ 20,331.54	\$	115,232.23
May	\$ 22,696.68	\$ 8,786.00	\$ 50.00	\$ 31,532.68	\$	146,764.91
June	\$ 31,005.42	\$ 25,572.45	\$ 260.00	\$ 56,837.87	\$	203,602.78
July	\$ 31,714.99	\$ 27,451.01	\$ 950.00	\$ 60,116.00	\$	263,718.78
August				\$ -	\$	263,718.78
September				\$ -	\$	263,718.78
October				\$ -	\$	263,718.78
November				\$ -	\$	263,718.78
December				\$ -	\$	263,718.78
	\$ 198,402.63	\$ 64,056.15	\$ 1,260.00			

<b>Year 2018</b>						
Month	46720 Camping Fees	46722 Day Use	45110 Violations	Total Revenue	Year-to-Date	
January	\$ 61,407.60	\$ 241.78	\$ -	\$ 61,649.38	\$	61,649.38
February	\$ 13,591.28	\$ 66.36	\$ -	\$ 13,657.64	\$	75,307.02
March	\$ 15,550.15	\$ 289.09	\$ -	\$ 15,839.24	\$	91,146.26
April	\$ 13,083.64	\$ 900.62	\$ -	\$ 13,984.26	\$	105,130.52
May	\$ 22,540.35	\$ 2,891.30	\$ -	\$ 25,431.65	\$	130,562.17
June	\$ 30,839.27	\$ 31,703.95	\$ -	\$ 62,543.22	\$	193,105.39
July	\$ 33,409.73	\$ 25,529.09	\$ 100.00	\$ 59,038.82	\$	252,144.21
August	\$ 31,844.13	\$ 29,059.21	\$ 295.00	\$ 61,198.34	\$	313,342.55
September	\$ 20,446.80	\$ 16,373.06	\$ 90.00	\$ 36,909.86	\$	350,252.41
October	\$ 9,813.34	\$ 16,910.59	\$ 160.00	\$ 26,883.93	\$	377,136.34
November	\$ 2,451.37	\$ 3,677.22	\$ 60.00	\$ 6,188.59	\$	383,324.93
December	\$ 983.72	\$ 1,028.45	\$ -	\$ 2,012.17	\$	385,337.10
	\$ 255,961.38	\$ 128,670.72	\$ 705.00			

**Revenue status**

**\$ 11,574.57 More than last year**

27451.01



## **Job Title: Forest Patrol Officer**

**Department:** Forestry & Parks

**Position Reports to:** Forestry & Parks Administrator or Designee

**Pay Grade Level:** Carlson-Dettmann E

**FLSA Status:** Non-Exempt

**Position Status:** Seasonal Part Time

### **JOB ANALYSIS**

Responsibilities include enforcement of Chapter 16 County Forest Marinette County Code of Ordinances. Decisions regarding daily work activity are made independently within the context of established policies and procedures.

### **ESSENTIAL JOB FUNCTIONS**

- Patrol the county forest using all terrain vehicle, 4-wheel drive truck or on foot.
- Report potential problems to the Forestry and Parks Administrator.
- Write citations for ordinance violations according to departmental procedures.
- Assist the public regarding questions or problems pertaining to the county forest or park systems.
- Represent Marinette County in any court proceedings resulting from citations written.
- Maintain accurate records of daily activities within the forest and park systems.
- Navigate the County Forest.

### **REQUIRED ABILITIES**

- Maintain security of confidential matters and materials.
- Maintain knowledge of current local, state and federal laws, rules and regulations that apply.
- Operate tools and machinery.
- Communicate effectively orally and in writing.
- Present information to management, small groups and individual situations.
- Respond to inquiries, complaints or questions from a group or individual setting.
- Remain calm and levelheaded in difficult, unexpected, or emergency situations.
- Establish and maintain an effective working relationship with department heads, employees, general public and other agency staff.
- Process information derived from numbers.
- Memorize and retain information over long and short periods of time.
- Plan and monitor assigned activities effectively.
- Define problems, collect data, establish facts, and draw valid conclusions.
- Prioritize multiple tasks and meet scheduled deadlines.
- Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
- Work as team player in the absence of or with minimal supervision.

### **QUALIFICATIONS**

- Requires a High School diploma or equivalent.
- Possess and maintain an insurance acceptable driver's license.
- Prefer experience and training in law enforcement.
- Requires Chainsaw Certification within six months of hire date.

### **ENVIRONMENTAL CONDITIONS OF THE WORKPLACE**

- Work indoors in a controlled environment.
- Work indoors in a non-temperature controlled environment.
- Work outdoors exposed to changing weather conditions.
- Work outdoors but in the confines of a vehicle.

Work in wet or humid conditions.  
Work in a frequently quiet workplace without significant interaction with others.  
Work with long periods of solitary work.  
Deal with challenges and criticism on a regular basis.  
Subject to fumes or airborne particles.  
Travel to all county workstations on an as needed basis.  
Adapt to rapid changes in environmental conditions.  
Interact with abusive and/or difficult individuals occasionally.

## **PHYSICAL DEMANDS**

Requires good hand-eye coordination.  
Must be able to sit for long periods of time.  
Must be able to stand for long periods of time.  
Must be able to walk for long periods of time including rough and uneven terrain.  
Work with vibrating tools or equipment when necessary.  
Must be able to stoop, kneel, crouch or crawl frequently.  
Must be able to bend, squat, stretch, and twist frequently.  
Lift and/or carry up to 50 pounds frequently, occasionally in excess.

## **ADDITIONAL DUTIES**

Work outside of normal hours when necessary.  
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: 04/04  
Approved: 04/04  
Revised: 06/06 & 09/06  
Approved: 01/22/2007

10/17/2018 Updated to new pay scale.



# MARINETTE COUNTY POSITION REQUEST FORM

### Administration Completes and returns to the Department

Applicable dates:  
 Governing Committee Infra 9-11-19  
 Administrative Committee \_\_\_\_\_  
 County Board 9-17-19

Permission to proceed: JL  
 (County Administrator initials and dates)

### Department Completes and submits to Human Resources

Department: Forestry  
 Department Head: Pete Villas  
 Supervisor: \_\_\_\_\_  
 Position Title: Forest Patrol Officer (2)  
 Old Position Title: \_\_\_\_\_  
 Hours per Week/Year: \_\_\_\_\_  
 Effective Date: 01 / 02 / 2020  
 Account Number(s): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Funding taken from: \_\_\_\_\_ (i.e. salaries with or without fringes)

Justification for request: **Please attach**

### Human Resources Completes and submits to Finance

Wage Scale \_\_\_\_\_  
 Pay Rate/Salary: \$ \_\_\_\_\_ NA  
 Pay Level: \_\_\_\_\_  
 Human Resources Initials: \_\_\_\_\_

### Finance Completes and returns to Administration

Cost of Request:  
 Wages: \$ \_\_\_\_\_ Workers Comp: \$ \_\_\_\_\_  
 FICA: \$ \_\_\_\_\_ Life Insurance: \$ \_\_\_\_\_  
 Retirement: \$ \_\_\_\_\_ Longevity: \$ \_\_\_\_\_  
 Other (explain): \_\_\_\_\_ \$ \_\_\_\_\_  
 Total Cost: \$ see attached Finance Initials: \_\_\_\_\_

### Approval\*

Department Head: Pete Villas 9/5/19  
 County Administrator: JL 9/5/19

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

**Justification**  
**Create 2<sup>nd</sup> Sheriff Deputy Position Assigned to Recreation Patrol**  
**and**  
**Eliminate Two (2) Forest Patrol Officer Positions (Forestry/Parks Department)**

The creation of a Sheriff Deputy Position assigned to Recreation Patrol in 2019 has resulted in positive outcomes however this position is only available to work four (4) days out of a week and every other weekend. The addition of a second Sheriff Deputy Position assigned to Recreation would allow for 7 day a week coverage. The Sheriff Deputies assigned to Recreation Patrol in addition to carrying out their recreation patrol responsibilities are also available to respond to other non-recreation related incidents on an as the need basis. The County has two (2) Forestry Patrol Officers who patrol the County Forest Lands on a part-time basis throughout the summer and fall. These positions have the authority to write citations for violations of the County Forestry and Parks Ordinance. The County Forestry Patrol Officers have little to no authority to stop vehicles and lack the adequate personal protection if confronting a potential violator if things were to ever go bad. Having a trained and equipped law enforcement officer enforcing the various rules and regulations is highly preferred.

**LIBRARY BOARD**

- Motion (Gustafson/Behnke) to approve changes to 2020 User Fees as follows: Non-resident Cards - \$25 per year to \$50 per Family/\$25 per Single and Stephenson Meeting Room – For Profit Organization - \$25 per use to \$50 per ½ day, \$100 per full day. Motion carried. No negative vote.

**DEVELOPMENT**

- Motion (Sauve/Holley) to approve clarification of Land Information 2019 User Fees as Committee Approved Conditional Use Permit Application fee amount of \$400 and Filling and Grading Permit Application fee amount of \$200. Motion carried. No negative vote.

**HEALTH AND HUMAN SERVICES**

- Motion (Gustafson/Hoyer) to approve authorizing Child and Family Manager to apply for, and accept if awarded, the Youth Justice Innovation Grant in an amount up to \$150,000. Motion carried. No negative vote.
- Motion (Gustafson/Mailand) to approve the State and County Agreement Covering the Delegation of Parental and Child Support Collection Activities #7388-44, subject to Corporation Counsel's approval. Motion carried. No negative vote.
- Motion (Gustafson/Hoyer) to approve one-year agreement with Elderly Services in the amount of \$235,411, effective January 1, 2020. Motion carried. No negative vote.

**INFRASTRUCTURE**

- Motion (Mans/Stankevich) to approve entering into an agreement with Christiansen Construction for the construction of a garage at Morgan Park at a cost of \$38,250, pending Corporation Counsel's approval. Motion carried. No negative vote.
- Motion (Mans/Sauld) to approve quit claiming to the Town of Pound any interest the County may have in land located in the NE of NW of Section 1, Town 30N Range 20E, with the Town responsible for all costs associated with preparation and recording of the deed. Motion carried. No negative vote.

**ADMINISTRATIVE**

- Motion (Schroeder/Behnke) to approve setting the 2020 Cell Phone Stipend rate at \$20 per month. Motion carried. No negative vote.
- Motion (Schroeder/Polzin) to approve transfer of \$78,690 from Highway Fund balance to Highway Capital Asset account for replacement/repair of Peshtigo Highway Shop roof. Motion carried. No negative vote.
- Motion (Schroeder/Guarisco) to approve transfer of \$342,928.53 from Highway Fund balance to Highway Capital Asset account to replace diesel fuel tanks located in Peshtigo, Crivitz and Pembine and removal of old fuel tanks at same locations. Motion carried. No negative vote.
- Motion (Schroeder/Polzin) to approve designating current Maintenance and Facilities Department as Facilities and Parks Department and incorporate Parks into Facilities and Parks Department effective January 2, 2020. Motion carried. Voting no – Supervisors Kaufman and Popp
- Motion (Schroeder/Grebin) to approve creating an Assistant Facilities and Parks Director position effective January 2, 2020. Motion carried. Voting no – Supervisors Kaufman and Popp
- Motion (Schroeder/Behnke) to approve creating a Forestry Equipment Operator position and eliminate the vacant Forestry Foreman position effective immediately. Voting no – Supervisor Kaufman
- Motion (Schroeder/Pazynski) to approve creating a second Sheriff Department Recreation Patrol Deputy and eliminating two (2) Forestry and Parks Department Forest Patrol positions, effective January 2, 2020. No vote recorded.
  - o Motion (Sauld/Engel) to split previous motion. Motion carried. Yes: 20 No: 9, Voting no – Supervisors Anderson, Broderick, Grebin, Keller, Mailand, Polzin, Sauve, Schroeder, and Zahn
- Motion (Mans/Sauld) to approve creating a second Sheriff Department Recreation Patrol Deputy position effective January 2, 2020. Motion carried. No negative vote.

- Motion (Engel/Sauld) to refer eliminating two Forestry and Parks Department Forest Patrol positions to the Infrastructure Committee for further discussion. Motion carried. Yes: 16, No: 12, Voting no – Supervisors Anderson, Broderick, Frea, Gromala, Guarisco, Keller, Pazynski, Polzin, Sauve, Schroeder, Stankevich, and Zahn
- Motion (Behnke/Polzin) to adjourn at 11:03 a.m. Motion carried. No negative vote.

Next meeting scheduled for September 17, 2019.

**Kathy Brandt, County Clerk**

Any exhibits/attachments mentioned above are available for public viewing and per the Marinette County copy policy upon request to the County Clerk.

Date approved/corrected:

**Position Request - Eliminate (2) Forest Patrol  
Based on 2020 Salaries and Fringes**

	Grade	Hours	Per Hour	111 SALARY	Longevity	7.65% 151 *FICA	6.75% 152 WRS	154 **H&D & HRA	155 Life Insurance	2.08% 2.50% 159 W/C	Total Benefits	Total Salary & Benefits	
<b>Proposed 2020 Budget:</b>													
Forest Patrol Officer - Eliminate	E-7	471.43	20.8690	\$ 9,838.27	\$ -	\$ 752.63	\$ -	\$ -	\$ -	\$ 204.64	\$ 957.26	\$ 10,795.54	
Forest Patrol Officer - Eliminate	E-7	599.04	20.8690	\$ 12,501.37	\$ 64.80	\$ 961.31	\$ -	\$ -	\$ -	\$ 261.38	\$ 1,222.69	\$ 13,788.85	
										Position Savings (Cost):		\$ 24,584.39	
												<b>Total Fiscal Impact Savings (Cost):</b>	<b>\$ 24,584.39</b>

\*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, HRA \$600

**RESOLUTION NO. 516-19**

**COUNTY FOREST AND PARKS DEVELOPMENT FUND – PHASE OUT**

**WHEREAS**, Resolution # 341 adopted on June 29<sup>th</sup> 2010 created Two Distinct Funds one being the County Forest and Parks Development Fund and the other a County Forest Land Acquisition Fund; and

**WHEREAS**, the County Forest and Parks Development Fund is designated to be used for County Forest and Park development and improvement, parks and recreational land acquisition and replacement of antiquated park facilities, equipment, and vehicles; and

**WHEREAS**, the proceeds from the sale lease or rent of all County property under the jurisdiction of the Forestry/Parks Committee, firewood cutting permits, forest camping permits, other County forest revenue and 50% of the parks day use revenue are credited to this fund; and

**WHEREAS**, this fund is a non-lapsing fund capped at \$400,000 and for the past five (5) years this fund has maintained a fund balance of \$400,000 for all but one (1) of the five (5) years; and

**WHEREAS**, there is a need to utilize the funds deposited in the Forest and Parks Development Fund for annual operating expenses which often include the purchase of equipment and/or the improvement of facilities related to forestry and parks.

**NOW, THEREFORE, BE IT RESOLVED** by the Marinette County Board, that effective January 1, 2020 the funding of the Forestry and Parks Development Fund as identified in Resolution # 341 cease and the park day use, firewood permit, other County forest and forest camping revenue be recognized by the respective departments as revenue; and

**BE, IT FURTHER RESOLVED** by the County Board that the fund balance as of December 31, 2019 not to exceed \$400,000 remain in the County Forest and Parks Development Fund and be used for forestry and parks purposes as identified in resolution #341 until the fund is exhausted.

Approved this 17<sup>th</sup> day of September 2019 by a majority vote of a quorum of the Marinette County Board.

\_\_\_\_\_  
MARK ANDERSON, Chairperson

\_\_\_\_\_  
KATHERINE K. BRANDT, County Clerk

Submitted by: Infrastructure and Administrative Committees

**RESOLUTION NO. 517-19**

**CREATING NON-LAPSING PROPERTY MANAGEMENT FUND**

**WHEREAS**, Resolution #341 designated proceeds from the sale of all county land to be placed in the Forest and Parks Development Fund; and

**WHEREAS**, the majority of the land that is sold each year are acquired through foreclosure of tax liens; and

**WHEREAS**, in some years significant dollars are received from the sale of land acquired through foreclosure of tax liens; and

**WHEREAS**, in 2019 \$282,727.4 was realized from the sale of properties acquired through foreclosure of tax liens; and

**WHEREAS**, proceeds from the sale of land acquired through foreclosure of tax liens, in excess of property management and related expenses, can be used to stabilize the tax levy.

**NOW, THEREFORE, BE IT RESOLVED** by the Marinette County Board of Supervisors, a Non-lapsing Property Management Fund capped at \$100,000, end of year fund balance, be immediately established; and

**BE, IT FURTHER RESOLVED** that \$100,000 be transferred, upon establishment of the Non-lapsing Property Management Fund, from the Forest and Parks Development Fund; and

**BE, IT FURTHER RESOLVED** that all future proceeds from the sale of land acquired through foreclosure of tax liens be deposited in the Non-lapsing Property Management Fund.

Approved this 17<sup>th</sup> day of September 2019 by a majority vote of a quorum of the Marinette County Board.

\_\_\_\_\_  
MARK ANDERSON, Chairperson

\_\_\_\_\_  
KATHERINE K. BRANDT, County Clerk

Submitted by: Infrastructure and Administrative Committees



W2435 Old Peshtigo Rd, Marinette WI 54143

August 20, 2019

John Lefebvre  
Marinette County Administrator  
1926 Hall Ave  
Marinette, WI 54143

Dear John,

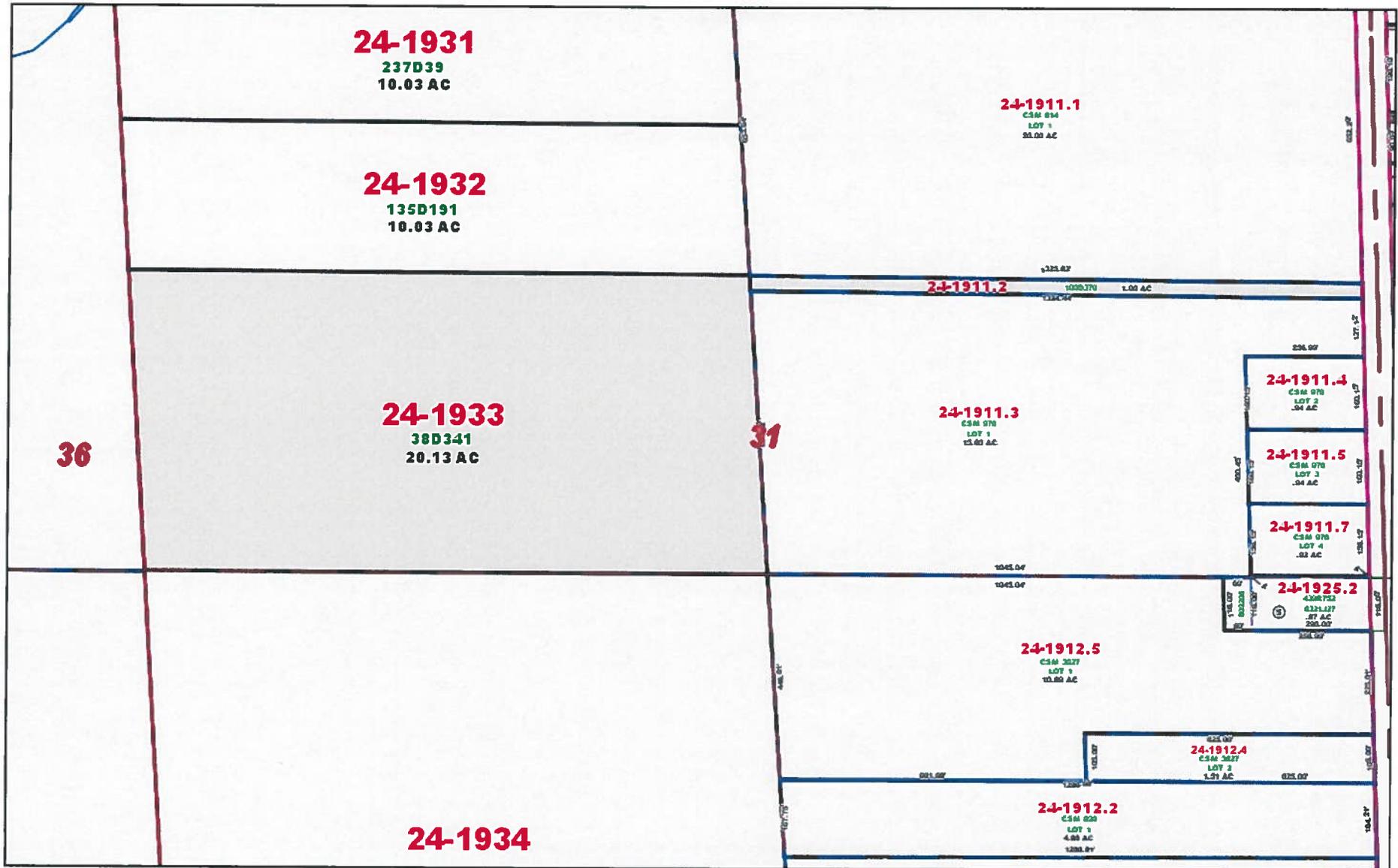
We as a Town is requesting transfer of ownership for parcels 024-01933.000 and 024-01911.002. The town would like to extend the Kowalski Walking Trail through the two parcels along with using it for the bird watchers and snow enthusiasts.

Thank you for you consideration,

  
Herman Pottratz



# Town of Peshtigo - Kowalski Walking Trails

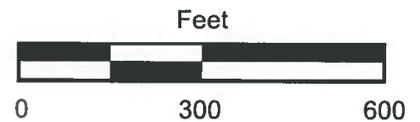


<https://mcgis.marinettescounty.com>

8/26/2019 12:43:00 PM



Notice/Disclaimer: The land records site is intended to be a general guide to property and land information, and does not represent a survey of real property nor should it be used or referenced to for conveyance of real property, guaranteeing title thereto or making official determinations of building development, permitting or other activity. Contact the appropriate County Department to obtain original source documents or for official determinations. This information has been developed from various sources and although efforts have been made to ensure accuracy and reliability; errors, omissions and variable conditions originating from compilation and sources used to develop the information may be reflected herein. In addition, land information is constantly changing and the most current or accurate data might not be represented. The information accessible through this site is represented "as is" without warranty of any kind, either expressed or implied, or statutory, including, but not limited to, the implied warranties or merchantability and fitness for a particular purpose. No guarantee of accuracy, completeness or currentness is granted nor is any responsibility for reliance thereon assumed. The user assumes the entire risk as to the quality, use and reliability of the entire information. Marinette County does not accept any liability for damages or misrepresentation of any kind caused by inaccuracies in the information and in no event shall Marinette County, its elected or appointed officials or employees be liable for direct, indirect, incidental, consequential or special damages of any kind.



## John Lefebvre

---

**From:** John Lefebvre  
**Sent:** Monday, July 22, 2019 1:04 PM  
**To:** 'Clarence Coble'  
**Cc:** Vilas Schroeder  
**Subject:** Parcel #'s 24-1933 and 24-1911.002  
**Attachments:** Scanned from a Xerox Multifunction Printer.pdf

Clarence, it was expressed to me by Chairperson Pottratz that the Town of Peshtigo may be interested in the above two referenced parcels. If that is the case I would ask that the Town provide the County with a request for the County to transfer ownership of the above two parcels with the understanding that the Town would pay all costs associated with preparing and recording the deed. If the Town wishes to complete a survey the survey would be at the Town's expense. In addition the Town will need to agree to place on the deed the same restriction as identified on the attached deed (parcel #24-1911.001) which is located northeast of parcel # 24-1933 and immediately north of parcel # 24-1911.002.

I can support the transfer of ownership of these parcels for a minimal or no fee provided the above referenced deed restriction is in place and the Town has an intended use for the property. Please provide an explanation of the intended use in the letter the Town sends to the County requesting the County consider transferring ownership of the above referenced parcels. Upon receipt of this letter I will place this matter on the Infrastructure Committee agenda for consideration.

Thanks,  
John

John Lefebvre  
Marinette County Administrator  
1926 Hall Ave  
Marinette, WI 54143  
Phone Office: (715) 732-7416  
Phone Cell: (715) 923-4794

-----Original Message-----

From: [mcadmin@marinettecounty.com](mailto:mcadmin@marinettecounty.com) [mailto:[mcadmin@marinettecounty.com](mailto:mcadmin@marinettecounty.com)]  
Sent: Monday, July 22, 2019 11:46 AM  
To: John Lefebvre  
Subject: Scanned from a Xerox multifunction device

CAUTION: [External E-mail]

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

520207

RECORDED  
J4399 101

1993 JUL -2 PM 4: 24

QUIT CLAIM DEED

Document No.

*Melvin S. Thompson*  
REGISTER OF DEEDS  
OF MARINETTE COUNTY, WIS.

\*\*\*\*\*

MARINETTE COUNTY, Wisconsin, a body corporate, duly organized and operating in accordance with Sec. 59.01 of the Wis. Stats.

QUIT CLAIMS WITHOUT WARRANTY, for good and valuable consideration, the following-described real estate in Marinette County, State of Wisconsin, to:

RECORDING DATA

Return to:

TOWN OF PESHTIGO, a body corporate and politic, organized and operating in accordance with the Laws of the State of Wisconsin,

Tax Parcel No.: 024 - 1911.001

\*\*\*\*\*

Lot Number One (1) of Marinette County Certified Survey Map No. 814 located in Government Lot 3, Section 31, Township 30 North, Range 24 East, Town of Peshtigo, Marinette County, Wisconsin.

SUBJECT TO: A use restriction that the use of the above-described parcel shall only be used by the Town of Peshtigo for municipal and public purposes; the Town of Peshtigo may not assign or otherwise alienate its rights as to the above-described parcel of real estate. In the event that the Town of Peshtigo determines that the above-described parcel of real estate is of no further value to the Town for municipal and public purposes, then ownership of the above-described parcel shall automatically and immediately revert back to Marinette County. In this event, the Town of Peshtigo agrees to do all things necessary for the fulfillment of this right of reversion, including but not limited to the execution of a Quitclaim Deed in sufficient form for recording with the Register of Deeds in and for Marinette County that shall convey the fee simple title to the above-described parcel of real estate back to Marinette County. By accepting and recording this Deed, the Town of Peshtigo acknowledges and agrees that this restriction and right of reversion shall be a perpetual covenant running with the land as to the above-described parcel of real estate.

This is not homestead property.

TRANSFER  
Ex 2  
FEE  
MARINETTE  
COUNTY

Tract Index 7-9-93

1033206 Wpsc

DOCUMENT NUMBER

## ELECTRIC DISTRIBUTION EASEMENT

THIS INDENTURE is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between **Marinette County** ("Grantor") and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin corporation, along with its successors and assigns ("Grantee"). For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor does hereby grant unto said Grantee the perpetual right, permission, authority, privilege and easement, to construct, install, operate, maintain, inspect, remove, replace, or abandon in place all equipment ("Facilities") necessary or useful for the purpose of transmitting electrical energy for light, heat, power and signals, or for such other purpose as electric energy is now or may hereafter be used, and for communication upon, across, within, over and/or beneath certain "Easement Area(s)" as shown below, or on attached exhibit, on land owned by said Grantor, described as follows, to-wit:

Return to:  
Wisconsin Public Service Corp.  
Real Estate Dept.  
P.O. Box 19001  
Green Bay, WI 54307-9001

Parcel Identification Number (PIN)  
**018-00222.009**

Part of the Parcel described in Marinette County Register of Deeds Volume 1690 on page 22, recorded as Document Number 446547, being part of the Southwest Quarter of the Southwest Quarter (SW1/4-SW1/4) of Section 23, Township 33 North, Range 20 East, **Town of Middle Inlet, County of Marinette, State of Wisconsin**, as shown on the attached Exhibit "A".

Grantor acknowledges that the measurements used in the above description are approximate. Grantor agrees that the actual location of Grantee's Facilities as built and installed will be controlling as to the location of the easement granted.

Grantor grants to the Grantee the perpetual right, privilege, and easement to enter upon the Easement Area for the purpose of constructing, installing, operating, maintaining, inspecting, removing, replacing, or abandoning in place the Facilities. The Grantee shall have the right to enter on and across any of the Grantor's property outside of the Easement Area as may be reasonably necessary to gain access to the Easement Area and as may be reasonably necessary for the installation, operation, maintenance, inspection, removal, or replacement of the Grantee's Facilities. Except in the event of an emergency, Grantee shall make reasonable efforts to notify the Grantor before going upon Grantor's property outside of the Easement Area.

Grantee agrees to restore any part of the surface of the real estate which is damaged by the construction, installation, operation, maintenance, repair, renewal, removal, or changing the size of said Facilities, to approximately the condition of the real estate immediately before such damage occurred. All work performed by the Grantee pursuant to this Easement will be performed in a safe and proper workmanlike manner.

The Grantee shall have the right to control all brush and trees within the Easement Area by cutting, trimming, or other means as may be reasonably necessary, within Grantee's exclusive judgment, to prevent interference with or damage to Grantee's Facilities.

In order to ensure the use of the Easement Area conforms with the Wisconsin Electrical Code and the Grantee's construction standards, the Grantor shall not permit any of the following to occur within the Easement Area without first securing the written consent of the Grantee: (i) construction of any improvements, including buildings or other structures; (ii) placement of any other objects, or (iii) changing of the grade by more than four (4) inches.

Grantee shall indemnify and hold Grantor harmless from and against any liability associated with Grantee's use or occupation of the Easement Area, except where such liability arises from the negligence or willful misconduct of Grantor.

The covenants herein contained shall bind the parties hereto and their respective heirs, executors, administrators, successors, and assigns. No failure or delay of either Party in enforcing its rights hereunder shall act as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right set forth herein. This Easement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

As provided by Wisconsin Administrative Code § PSC 113.0509, Grantee has provided the Grantor with materials approved or prepared by the PSC describing Grantor's rights and options in the easement process which include an explanation of Grantor's right to have a minimum period of five (5) days to examine the materials unless Grantor voluntarily waives the minimum five (5) day period. Grantor hereby voluntarily waives the five (5) day review period, or acknowledges that Grantor has had at least five (5) days to review the materials before signing this Easement.

WITNESS the hand and seal of the Grantor the day and year first above written.

**Marinette County**

Corporate Name

Sign Name

Print name & title

STATE OF \_\_\_\_\_ )

)SS

COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the above-named \_\_\_\_\_

**Marinette County**, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name \_\_\_\_\_

Print Name \_\_\_\_\_

Notary Public, State of \_\_\_\_\_

My Commission expires: \_\_\_\_\_

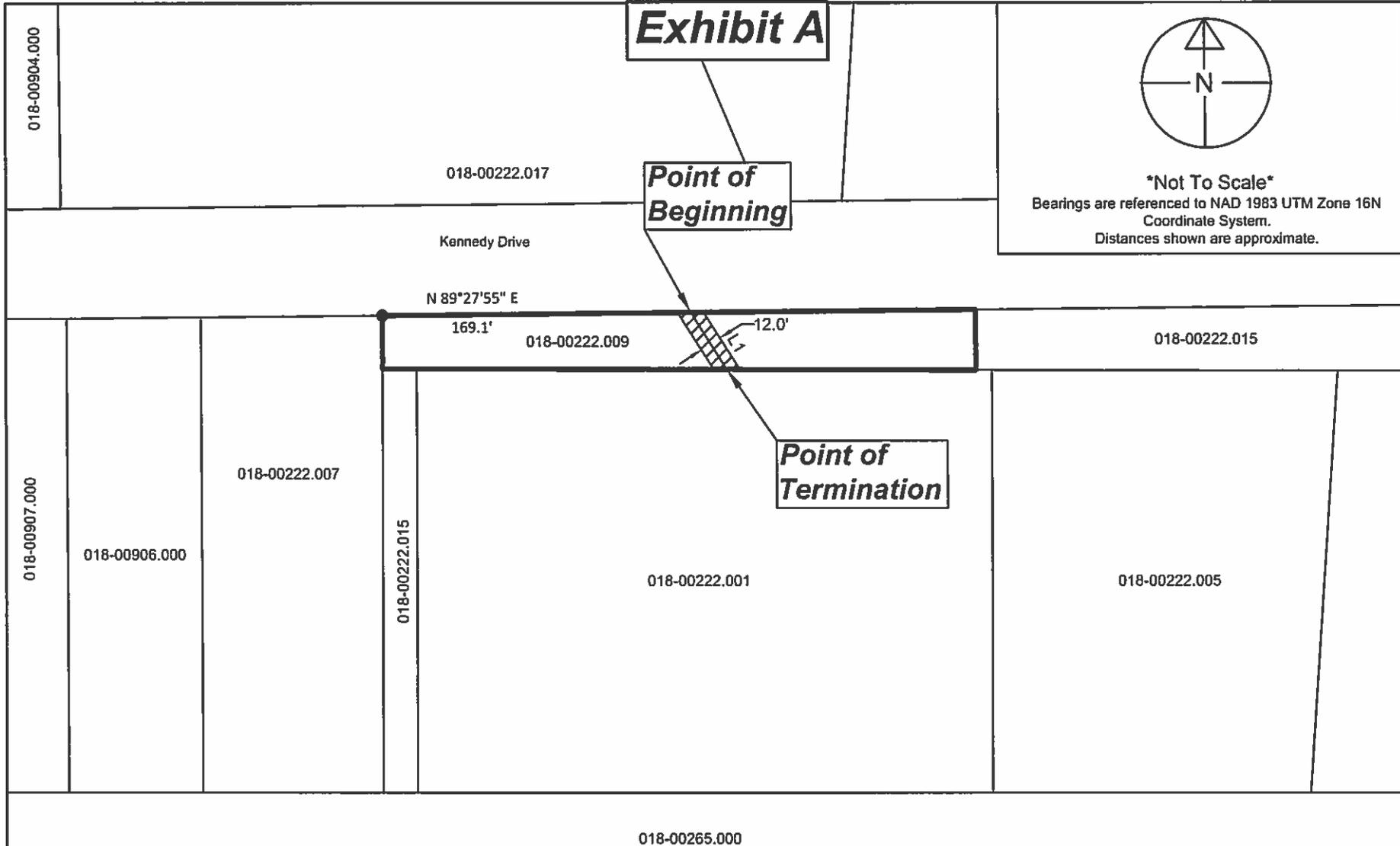
This instrument drafted by: R Placek

**WISCONSIN PUBLIC SERVICE CORPORATION**

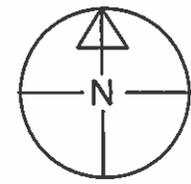
R/C # Wausaukee-84

LOCATION: Town of Middle Inlet

RE # 1033206



**Exhibit A**



**\*Not To Scale\***  
 Bearings are referenced to NAD 1983 UTM Zone 16N  
 Coordinate System.  
 Distances shown are approximate.

**Point of Beginning**

**Point of Termination**

L1- S 32°33'20" E, 36.9'  
 Bearings and distances are  
 along centerline of easement

**LEGEND**

- TPN: Tax Parcel Number
- : Property Corner
- : Easement Center Line
- - - : Reference Bearing Line



UTILITY EASEMENT



CITY STATE: Waukesha, WI  
 COUNTY/Township: Middle Island

WR# 2540840  
 DISTRICT: Waukesha  
 CIRCUIT #  
 GRID MAP NO.  
 DESIGN DATE: 02/27/2018  
 DESIGNED BY: KGB (IJS)  
 DRAWN BY: MDS (IJS)  
 REVISED BY: TCR (IJS)

SMRP 2020 WSK 3320-35W25 SWEETHEART CITY RD W  
 RE # 1033208  
 WR# 2540840  

SHEET	TOTAL	REVISION
1	1	0