



Paul R. Miller  
County Manager  
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**COUNTY OF DUNN  
MENOMONIE, WISCONSIN  
NOTICE OF PUBLIC MEETING**

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **EXECUTIVE COMMITTEE** of the Dunn County Board of Supervisors will be held on **Wednesday, September 9, 2020 at 3:30 p.m.** in **Room 54** of the **Dunn County Community Services Building** in Menomonie, Wisconsin. Items of business to be discussed or acted upon at this meeting are listed below:

**AGENDA**

1. Call to Order
2. Call of the Roll
3. Approval of Minutes: July 22, 2020
4. Staff Reports: County Manager:
  - A. Review of draft September 16, 2020 County Board Agenda
  - B. October and November 2020 Executive Committee and County Board meetings dates
5. Items Placed at the Request of the Chair:
  - A. In-person committee meetings and public comment
  - B. Zoom training
6. Consideration of Actions to be taken by the Executive Committee: Review and Recommendation of draft FY 2021 Dunn County Budget
7. Consideration of reports, resolutions and ordinances to the County Board from the Executive Committee:
  - A. Resolution Approving FY 20 Budget Adjustments for Human Services and Public Health Departments
  - B. Resolution Approving a FY 20 Budget Adjustment for Environmental Services Department
8. Review of reports, resolutions, and ordinances coming to the County Board from the Standing Committees: Facilities Committee:
  - A. Resolution Approving an Amendment to the Lease with Menomonie Youth Hockey Association
  - B. Resolution Regarding Deer Hunting in Menomin Park
9. Reports from Committees
10. **Next Meeting Date: October 7, 2020**
11. Adjournment

Dave Bartlett, Chairperson

Signed:   
Paul R. Miller  
County Manager

PRM:prm

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Minutes  
Dunn County Board of Supervisors  
Executive Committee  
Wednesday, July 22, 2020

The Executive Committee of the Dunn County Board met at 3:30 p.m. on Wednesday, July 22, 2020 via teleconference.

1. Call to Order: Chairperson Bartlett called the meeting to order.
2. Call of the roll: Supervisors present included Bartlett, Anderson, Hedlund, Maves, Quinn, Stene, Tripp, Morehouse, McCullough, and Johnson.
3. Approval of Minutes of June 10, 2020 Committee Meeting: Supervisor Stene offered a motion to approve the minutes as presented. Supervisor McCullough seconded the motion. The motion was approved by unanimous voice vote.
4. Staff Reports:
  - A. Review of draft July 29, 2020 County Board Agenda: Paul Miller, County Manager, reviewed the draft agenda for the July 29, 2020 meeting of the Dunn County Board. The Committee agreed that the meeting should be conducted remotely via Zoom. It was also agreed that there would be no oral reports from standing committees. The County Board will hear the results of the FY 19 Audit, and departmental annual reports would be provided from Human Services and Environmental Services (Planning & Zoning, Surveying, Land & Water Conservation, and Solid Waste & Recycling).
  - B. Other: Mr. Miller updated the Committee of the status of the COVID-19 pandemic in Dunn County, and on the draft FY 2021 budget. He also reported on the refinancing of the Neighbors of Dunn County bonds, which would have a projected savings of \$1.2 million.
5. Consideration for Actions to be taken by the Executive Committee: Tablets for Supervisors/Digital Transformation of Government: Chairperson Bartlett pointed out that the idea of tablets being purchased for Supervisors for use on County business, as an alternative to paper copies, had been introduced at the Executive Committee meeting in June, 2020. Mr. Miller stated that staff is recommending laptops rather than tablets. Eric Edgeberg, CIO, stated that the cost would be approximately \$37,000, and that the expenditure might be covered by COVID-19 recovery funds from the Federal government. Discussion followed. The consensus was that Committee members agreed that staff should pursue purchase of the laptops for use by Supervisors next year.
6. Consideration of reports, resolutions and ordinances to the County Board from the Executive Committee:
  - A. Resolution Authorizing a County-wide Referendum on Whether the County of Dunn Should Exceed the Levy Limit Specified Under Section 66.0602, Wisconsin Statutes, for the Next Five Years for Solid Waste and Recycling Program: Chairman Bartlett stated that the draft Resolution had been amended to add dollar and percentage amounts, as well as the hazardous waste collection program (clean sweep) and restricting the additional funds to capital expenditures. Supervisor Maves made a motion to forward the Resolution to the County Board for approval,

- seconded by Supervisor McCullough. The motion passed by unanimous voice vote.
- B. Resolution Ending the State of Emergency Declaration Established by Dunn County Resolution No. 2020-18: Chairman Bartlett stated that this issue had been directed to the Executive Committee following discussion by the County Board at its June, 2020 meeting. Discussion followed. Supervisor Maves moved to forward the Resolution to the County Board, seconded by Supervisor Anderson. Following additional discussion, the motion was withdrawn. Supervisor Stene moved to forward the Resolution to the County Board, with the provision that the Board be informed that the Executive Committee recommends the Resolution not be approved. The motion was seconded by Supervisor Johnson. The motion passed by unanimous voice vote.
  - C. Resolution Regarding Funding of Technical Colleges: Chairman Bartlett introduced the topic, indicating that a resident had requested the County Board place the question as to whether the funding of technical colleges in Wisconsin should be changed as it constituted taxation without representation (trustees of technical colleges are not elected but have taxation authority). Discussion followed. It was agreed that the item could be included on the County's annual Legislative Agenda. No action was taken.
  - D. Resolution Approving a FY 2020 Budget Adjustment for Health & Human Services Department: Mr. Miller explained that the requested adjustment would allow additional grant monies to be expended. Supervisor Morehouse made a motion to forward the Resolution to the County Board for approval, seconded by Supervisor Stene. The motion passed by unanimous voice vote.
  - E. Resolution Approving a FY 2020 Budget Adjustment for Environmental Services Department: Mr. Miller explained that the budget adjustment would allow grant money to flow through the County to the Dunn County Snowmobile Association for trail funding. Supervisor McCullough moved to forward the Resolution to the County Board for approval. Supervisor Quinn seconded the motion, which passed by unanimous voice vote.
7. Review of reports, resolutions, and ordinances coming to the County Board from the Standing Committees:
- A. Facilities Committee:
    - 1). Resolution Approving an Amendment to the Lease with Red Cedar Racing: Supervisor Maves explained that the amendment would add two years to the current lease for Red Cedar Racing at the Dunn County Recreation Park, in response to the lost 2020 season due to COVID-19.
    - 2). Resolution Approving an Amendment to the Lease with Menomonie Youth Hockey Association: Supervisor Maves explained that the amendment would correct an error in the legal description of the property under lease to Youth Hockey, and also specify the amount of past-due rent.
  - B. Committee on Administration:
    - 1) Resolution Amending the Employee Handbook Regarding Total Base Wage and Other Forms of Compensation: Mr. Miller explained that the Handbook needs to be changed to replace references to "OPEB" (Other Post Employment Benefits) with "401(a)" (a deferred compensation product),

based on the County Board's prior approval to make this change in employee benefits.

- 2). Resolution Amending the Inventory of Job Classes: Mr. Miller explained that the title of one position is being changed from Psychiatric Social Worker to Licensed Clinical Therapist because "social worker" requires a certification that is not required for performance of the duties.
8. Reports from Standing Committees: Each of the Committee members gave a brief oral report on the activities of the standing committees they chair.
9. Announcements: None.
10. Adjournment: There being no further business, the Chairperson declared the meeting adjourned.

Dave Bartlett, Chairperson

Signed:

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Paul R. Miller  
County Manager

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David Bartlett  
Chair, Dunn County Board of Supervisors  
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**COUNTY OF DUNN  
MENOMONIE, WISCONSIN  
NOTICE OF PUBLIC MEETING**

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **Dunn County Board of Supervisors** will be held on **Wednesday, September 16, 2020 at 7:00 p.m.** **The meeting will be held by teleconference.** Members of the public wishing to listen to the open meeting should access the Dunn County YouTube channel at:

<https://www.youtube.com/channel/UCG9PRaNVmqZc95t1a3953aw/videos>

Members of the public who require assistance in accessing the meeting, please call (715) 231-6505. A video recording of the meeting will be available on the Dunn County YouTube channel, at the link above, for subsequent viewing.

**DRAFT  
AGENDA**

1. Call to order
2. Pledge of allegiance
3. Call of the roll
4. Approval of the minutes
5. Presentation of petitions, memorials, and other communications:
6. Appointments
7. Report of County Manager:
  - A. FY 2020 Budget process
  - B. Purchase Orders in excess of \$40,000
8. Reports of Departments: Corporation Counsel, Fair Board, Facilities
9. Reports of Committees: **Which?**
10. Consideration of Resolutions, Reports and Ordinances from the Standing Committees:
  - A. From Executive Committee:
    - 1). Resolution Approving FY 20 Budget Adjustments for Human Services Department
    - 2). Resolution Approving FY 20 Budget Adjustments for Health Department

- 3). Resolution Approving a FY 20 Budget Adjustment for Environmental Services Department
- B. Facilities Committee:
  - 1). Resolution Approving an Amendment to the Lease with Menomonie Youth Hockey League
  - 2). Resolution Regarding Deer Hunting in Menomin Park
11. Announcements
12. Adjournment

David Bartlett, Chairperson

Signed: \_\_\_\_\_  
Paul R. Miller, County Manager



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**STAFF REPORT**

**TO:** Executive Committee

**FROM:** Paul R. Miller  
County Manager

**DATE:** September 2, 2020

**SUBJECT:** FY 2021 County Budget

Per Chapter 2 of the Dunn County Code of Ordinances, the Executive Committee is responsible for reviewing the annual budget and proposed tax levy for presentation to the County Board. The initial draft of the FY 2021 County Budget, based on the requests from County departments and divisions, was distributed to Board members on July 29, 2020. In August, each of the standing committees of the County Board reviewed the draft budgets of the departments/divisions they oversee. Each Committee recommended approval of the budgets as drafted, with the following changes:

- o Committee on Administration:
  1. Retain funding for Administration department secretary;
  2. Do not change the co-insurance from 100% to 80% after deductibles are met;
- o Community Services Committee: No changes
- o Facilities Committee:
  1. Reduce cost of Judicial Center roof replacement by phasing project
  2. Change "replace" to "repair" of Judicial Center parking lot, maximum \$75,000
  3. Eliminate bike path between CSB and Judicial Center, costing \$85,000
  4. Eliminate HSD and Sheriff's reception desks bulletproof glass projects, costing \$24,500
  5. Eliminate CSB new signage, \$5,000
  6. Eliminate Menomin Park restroom, \$100,000
  7. Eliminate Highway shop surface project, \$26,000;
- o Health & Human Services Board: Recommended updated HSD Budget;
- o Highway Committee: Eliminate use of \$1 million of fund balance by deferring one road project

- o Judiciary & Law Committee: Recommend not funding additional Deputy Clerk position (see appeal from the Clerk of Court)
- o Planning, Resources & Development Committee:
  1. Eliminate Zoning online permit access software;
  2. Eliminate Surveyor online survey access software;
  3. Eliminate funding ENS Director position;
  4. Recommend adoption of revised budget for Solid Waste & Recycling Division reflecting closing of the programs
- o The Neighbors Committee: No changes.

In addition to the recommendations of the standing committees, the Executive Committee will be asked to consider the proposed balanced budget that will be provided by the County Manager and Chief Financial Officer. This draft budget may include some of the recommendations by the standing committee, but not all. It will also include proposals not set forth in the July 29 draft budget nor discussed at the standing committee level.

At its September 9, 2020 meeting, the Executive Committee is requested to consider the FY 2021 requests of the County departments and divisions, the recommendations of the standing committees, and the proposal by the County Manager and CFO in making a recommendation for the second draft FY 21 County budget. The Committee will have an opportunity to recommend any further changes at its October meeting, and will be requested to forward to the County Board resolutions for the budget and levy at its November 2020 meeting.

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**DUNN COUNTY CLERK OF COURTS**  
**KATIE M. SCHALLEY, CLERK**  
 615 Stokke Pkwy, Suite 1500  
 Menomonie, WI 54751  
 Phone: 715-232-2611  
 Fax: 715-232-6888



*Erin Metcalf*  
 Office Manager  
 715-231-6622

*Lisa Crouse*  
 Register in Probate  
 Probate Registrar  
 715-232-6782

TO: Executive Committee Members

FROM: Katie M. Schalley, Dunn County Clerk of Courts

DATE: September 2, 2020

SUBJECT: 2021 Courts Positions (Deputy Clerk and Judicial Assistant/Paralegal)

I am writing to request support from the Executive Committee to support funding for the Clerk of Courts office to receive a full time Deputy Clerk position starting on August 2, 2021. At the August 24, 2020 Judiciary and Law Committee meeting, it was recommended that the committee approve the 2021 budget approving only the full time Judicial Assistant/Paralegal position for the Judge's office to begin on August 2, 2021 and not to support the full time Deputy Clerk position to start on August 2, 2021.

In September of 2017, the Clerk of Courts office left a deputy clerk position unfunded after there was a vacancy from the position. At that time I decided to not fill the position as I wanted to be fiscally conservative with the limited county resources available. It was earmarked that this position would again be funded when a 3<sup>rd</sup> Judgeship position was awarded to Dunn County. Since September of 2017, by not funding the Deputy Clerk position it has created a costs savings of:

2017	\$72,348
2018	\$77,146
2019	\$78,783
2020	\$82,744
2021	\$52,383 (from January 1-August 1, 2020)
<b>TOTAL</b>	<b>\$363,404.00</b>

These savings per year represent a person taking the family health insurance plan and receiving the adjusted pay increases with step increases for the respective years.

I originally requested that the Deputy Clerk and Judicial Assistant/Paralegal positions be full time starting August 2, 2021.

The costs for these full time positions for August 2, 2021 – December 31, 2021 are:

Deputy Clerk	\$30,514
Judicial Assistant/Paralegal	<u>\$33,045</u>
TOTAL	<b>\$63,560</b>

In light of the county's budget constraints, I would request that instead of having the Judicial Assistant/Paralegal position be full time from August 2, 2021-December 31, 2021, that you approve of the Judicial Assistant/Paralegal position as part time and allow the Clerk of Courts office to fill the vacant Deputy Clerk position as a full time position. The Courts are in need of the additional positions due to having an additional Judge to provide support to in the office, and in the courtroom beginning in August of 2021. The costs for these positions requests would be:

Part Time Judicial Assistant/Paralegal	\$12,829
Full Time Deputy Clerk	<u>\$30,514</u>
TOTAL	<b>\$43,343</b>

Reducing the Judicial Assistant/Paralegal position to part time and funding the Deputy Clerk position as full time from August 2, 2021-December 31, 2021 would create a cost savings of \$20,217 from what was originally requested for the 2021 budget.

Both positions full time (original request)	\$63,560
One full time/one part time	<u>-\$43,343</u>
TOTAL	<b>\$20,217</b>

These savings would help the county's fiscal constraints, but would also help the Courts as the need is critical for both positions.

The Courts 2020 budget contained \$150,000 budgeted for the additional Deputy Clerk and Judicial Assistant/Paralegal positions, courtroom technology and furniture. Those funds went into the contingency fund and were used to help fund a full time legal secretary position in the District Attorney's office for 2020.

The Courts 2021 budget also contains \$186,000.00 for upgrading the courtrooms audio and visual systems. This funding is likely going to be reimbursed by the Routes to Recovery funding, which will reduce general fund monies needed for the Courts.

The Dunn County board of supervisors has passed multiple resolutions in support of Dunn County receiving an additional judgeship position multiple times throughout the past 3 years and all have included accompanying support personnel.

The Courts receive support payments from the state for circuit court support on a yearly basis. The 2021 budget includes an estimated \$21,000 increase in revenue for the additional judgeship position that Dunn County will be receiving in 2021. In 2022, the Courts will increase their revenue amounts to adjust for having the additional judge position for the entire year. The increased revenue helps off set the costs for the Deputy Clerk and Judicial Assistant/Paralegal positions.

The Courts have historically collaborated with the county in order to assist in times when there has been additional staffing needs for other departments as well as being fiscally responsible. It is requested that if the Deputy Clerk and Judicial Assistant/Paralegal positions cannot be fully funded as full time positions as originally requested, that the Executive Committee consider funding the Judicial Assistant/Paralegal position as part time and fund the Deputy Clerk position as full time starting August 2, 2021.

**COUNTY OF DUNN, WISCONSIN  
RESOLUTION NO. \_\_\_\_\_  
2020 BUDGET ADJUSTMENTS**

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Dunn, Wisconsin that, effective with the publication of the notices required by law, the budget of the County of Dunn for the year beginning January 1, 2020 is amended by the following amounts to the line item account numbers shown:

<u><b>Department of Human Services</b></u>	<u><b>Expense</b></u>	<u><b>Revenue</b></u>
3120050900 – COVID 19 (G312000031.2020)	\$5,000	
3120050900 – 435000 – State Grants (G312000031.2020)		\$5,000
3120020900 – 534335 – Misc General Exp (G31200097.2020)	\$31,254	
3120020900 – 435000 – State Grants (G312000097.2020)		\$31,254
3120030900 – 527045 - Agency Contracts – Salaries(G312000081.2020)	\$13,700	
3120030900 – 435000 – State Grants(G312000081.2020)		\$13,700
3120050900 – 534230 – Computer Supplies & Exp(G312000098.2021)	\$5,000	
3120050900 – 437000 – Local Grants (G312000098.2021)		\$5,000
3120030900 – 521205 – Drug Testing (G312000086.2020)	\$4,490	
3120030900 – 525045 – Transportation ( G312000086.2020)	\$1,000	
3120030900 – 525050 Consumer Education(G312000086.2020)	\$5,000	
3120030900 - 526080 – Housing / Energy Assistance(G312000086.2020)	\$4,000	
3120030900 – 435000 – State Revenue(G312000086.2020)		\$14,490

<u><b>Public Health Department</b></u>	<u><b>Expense</b></u>	<u><b>Revenue</b></u>
1510060900 – 511005 – Attendance Hours	\$52,211	
1510060900 – 512015 – In Lieu of Fringe	\$7,371	
1510060900 – 513005 – Dental	\$163	
1510060900 – 513010 – Health	\$7,500	
1510060900 – 513025 – Life	\$40	
1510060900 – 513075 – Work Comp	\$1,650	
1510060900 – 515005 – Social Security	\$2,293	
1510060900 – 515010 – Medicare	\$1,072	
1510060900 – 529005 – Contractual	\$5,000	
1510060900 – 534330 – Operating Supplies	\$7,000	
1510060900 – 435000 – State – Grants		\$84,300
1510060900 – 511000 – Salary	\$142,921	
1510060900 – 513005 – Dental	\$930	
1510060900 – 513010 – Health	\$45,909	
1510060900 – 513025 – Life	\$845	
1510060900 – 513030 – Retirement	\$5,500	
1510060900 – 513075 – Work Comp	\$4,890	
1510060900 – 515005 – Social Security	\$6,798	
1510060900 – 529005 – Contractual	\$5,000	
1510060900 – 534330 – Operating Supplies	\$20,000	
1510060900 - 435000 – State Grants		\$232,793

1510060900 – 511005 – Attendance Hours	\$17,366	
1510060900 – 513005 – Dental	\$184	
1510060900 – 513010 – Health	\$9,090	
1510060900 – 513025 – Life	\$84	
1510060900 – 513030 – Retirement	\$1,172	
1510060900 – 513075 – Work Comp	\$775	
1510060900 – 515005 – Social Security	\$1,077	
1510060900 – 515010 – Medicare	\$252	
1510060900 – 435000 – State – Grants		\$30,000
1510040900 – 511000 – Salary	\$9,142	
1510040900 – 513005 – Dental	\$66	
1510040900 – 513010 - Health	\$1,167	
1510040900 – 513025 – Life	\$23	
1510040900 – 513030 – Retirement	\$840	
1510040900 – 513075 – Work Comp	\$20	
1510040900 – 515005 – Social Security	\$567	
1510040900 – 515010 – Medicare	\$133	
1510040900 – 529005 – Contractual	\$2,042	
1510040900 – 534330 – Operating Supplies	\$1,000	
1510040900 – 435000 – State Grants		\$15,000
1510020900 – 511005 – Attendance Hours	\$347	
1510020900 – 513005 – Dental	\$6	
1510020900 – 513010 – Health	\$230	
1510020900 – 513025 – Life	\$2	
1510020900 – 513030 – Retirement	\$23	
1510020900 – 513075 – Work Comp	\$15	
1510020900 – 515005 – Social Security	\$22	
1510020900 – 534330 – Operating Supplies	\$1,000	
1510020900 – 435000 – State Revenue		\$1,645
1510060010 – 539075 - Donation Expense	\$1,600	
1510060010 – 485000 – Donations		\$1,600

BE IT FURTHER RESOLVED that the County Board authorizes the Department of Administration to enter and maintain the information contained herein in a manner based upon generally accepted accounting standards and that, effective with the publication of the proceedings of this meeting, the following changes are hereby adopted.

Dated the 16th day of September 2020, at Menomonie, Wisconsin.

OFFERED BY THE EXECUTIVE COMMITTEE:

\_\_\_\_\_  
David Bartlett, Chair

ADOPTED ON: \_\_\_\_\_

ATTEST:

Approved as to Form and Execution:

\_\_\_\_\_  
Julie A. Wathke, County Clerk

\_\_\_\_\_  
Nicholas P. Lange, Corporation Counsel

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**Budget Impact:** Adoption of this resolution decreases the 2020 adopted budget by a net amount of \$434,782. Adoption of this resolution has no impact upon the current year tax levy.

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**Background Information:**

The Executive Committee has considered the justifications for the proposed 2020 budget adjustments and recommends that the Board adopt the adjustments as being in the best interest of the County.

The following information was provided by departments requesting action in support of this resolution.

**Department of Human Services**

The Department of Human Services was awarded \$5,000 for additional funding to the ADRC CARS grants.

The Department was awarded a Substance Abuse Block Grant Supplemental award in the amount of \$31,254.

The Department was awarded more MHBG Supplemental funds in the amount of \$13,700.

The Department applied and was awarded more Targeted Safety Support funds in the amount of \$14,490.

**Public Health Department**

The Public Health Department received these funds from the state in regards to COVID – 19 testing Coordination – Profile #155803.

The Public Health Department received these funds from the state in regards to COVID – 19 Contact Tracking – Profile #155805.

The Public Health Department received these funds from the state regards to COVID – 19 COVID Pandemic Planning – Profile #155804.

The Public Health Department received these funds from the state to assist with Diabetes Prevention in the community as well as collaborating with Community partners.

The Public Health Department was awarded \$1,645 from the state. These funds will help assist with the additional COVID 19 expenses.

The \$1,600 of additional funds from the Woman’s Giving Circle will help purchase coolers for COVID related vaccine travel.

DUNN COUNTY, WISCONSIN  
RESOLUTION NO. \_\_\_\_\_

**2020 Budget Adjustments**

NOW, THEREFORE, BE IT RESOLVED by the Dunn County Board of Supervisors that, effective with the publication of notices required by law, the budget of the County of Dunn for the year beginning January 1, 2020, is amended by the following amounts to the line item account numbers show:

**Environmental Services Department**

**Environ Services - Grants**

Cost Center # 2100010900

	Expense	Revenue
432000 Federal – Grants (G210000018.2020)		\$ 50,000
511005 – Attendance Hours	\$ 47,500	
533125 – Training	\$ 500	
534260 – Supplies	\$ 2,000	

BE IT FURTHER RESOLVED that the Department of Administration is authorized to enter and maintain the information contained herein in a manner based upon generally accepted accounting standards and that, effective with the publication of the proceedings of this meeting, these changes are, hereby, adopted.

Offered this 16th day of September 2020 at Menomonie, Wisconsin.

OFFERED BY THE EXECUTIVE COMMITTEE:

Adopted on: \_\_\_\_\_

\_\_\_\_\_  
Dave Bartlett, Chairperson

ATTEST:

Approved as to Form and Execution:

\_\_\_\_\_  
Julie A. Wathke, County Clerk

\_\_\_\_\_  
Nicholas P. Lange, Corporation Counsel

**Budget Impact:** Adoption of this resolution by the Executive Committee and the County Board of Supervisors increases the 2020 adopted budget by \$50,000 Adoption of this resolution by Executive Committee and the County Board of Supervisors has no impact on the current year tax levy.

**Background Information:** The Planning, Resources, & Development Committee have considered the applicable request justifications for these proposed adjustments to the 2020 budget and recommends that the County Board adopt the adjustments as being in the best interest of the County.

**Environmental Services Department**

This budget adjustment reflects a Technical Assistance Grant awarded by the National Association of Conservation Districts for assisting landowners and the Natural Resources Conservation Service with implementation of the Environmental Quality Incentives Program (EQIP) and Conservation Security Program (CSP).

DUNN COUNTY, WISCONSIN  
RESOLUTION NO. \_\_\_\_\_

**AMENDING MENOMONIE YOUTH HOCKEY ASSOCIATION REAL ESTATE  
LEASE**

NOW THEREFORE, BE IT RESOLVED by the Dunn County Board of Supervisors that the attached Real Estate Lease Addendum #4 is hereby approved.

Offered this 16th day of September, 2020, at Menomonie, Wisconsin.

OFFERED BY THE FACILITIES COMMITTEE:

Adopted on: \_\_\_\_\_

\_\_\_\_\_  
Charles Maves, Chair

ATTEST:

Approved as to Form and Execution:

\_\_\_\_\_  
Julie A. Wathke, County Clerk

\_\_\_\_\_  
Nicholas P. Lange, Corporation Counsel

**Budget Impact:** Approval of this resolution will have no impact on the adopted 2020 budget.

**Background Information:** This amendment to the Menomonie Youth Hockey Association Lease corrects an error in a previous amendment.

**REAL ESTATE LEASE ADDENDUM #4**

The COUNTY OF DUNN, Lessor, and MENOMONIE YOUTH HOCKEY ASSOCIATION, INC., Lessee, agree to amend the lease agreement between them, which consists of the "Real Estate Lease" dated July 15, 2005, along with Addendum #1, Addendum #2, and Addendum #3 to provide for changes set forth herein. The Lessor and the Lessee agree to the following terms, effective as of date signed by all parties below:

**4-1.** All references in Addendum #3 to "Parcel B" were intended by the parties to be references to "Parcel A." Section 3-1 of Addendum #3 is amended to read as follows:

All control of Parcel A is returned to the Lessor. Lessee will have no leasehold interest or control over Parcel A after September 15, 2015.

**4-2.** All other provisions shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties have hereunto caused this Addendum to #4 to be duly executed on the day and year noted on page 2.

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DUNN COUNTY, WISCONSIN  
RESOLUTION NO. \_\_\_\_\_

**Approval of an Intergovernmental Cooperative Agreement  
with the City of Menomonie for Management of  
a Deer Herd Control Archery Hunt in Menomin Park**

NOW, THEREFORE, BE IT RESOLVED that the Dunn County Board of Supervisors does hereby approve of Public Works Director entering into the attached Intergovernmental Cooperative Agreement with the City of Menomonie.

Offered this 16th day of September, 2020, at Menomonie, Wisconsin.

OFFERED BY THE FACILITIES COMMITTEE:

Adopted on: \_\_\_\_\_

\_\_\_\_\_  
Charles Maves, Chair

ATTEST:

Approved as to Form and Execution:

\_\_\_\_\_  
Julie A. Wathke, County Clerk

\_\_\_\_\_  
Nicholas P. Lange, Corporation Counsel

**Budget Impact:** Approval of this resolution will have no impact on the adopted 2020 budget.

**Background Information:** The City of Menomonie has authorized a deer herd control archery hunt within city limits and requested that Menomin Park be included in the hunt. The City has formally adopted a policy that requires all hunters to receive a permit before participating in the archery hunt. All hunters must:

- Have a hunter's safety permit
- Have a Wisconsin DNR archery license
- Submit to a background check by the Menomonie Police Department
- Submit to a background check by the Wisconsin DNR
- Pass an archery proficiency test.

In addition, when participating in the hunt, hunters must:

- Hunt from an elevated stand of not less than five (5) feet above ground level.
- Not hunt over or adjacent to a bait pile nor shall baiting be permitted at any time.
- Report killed deer within 72 hours to the City Recreation Department and complete a City hunting log.
- Immediately bag viscera and remove carcass within two (2) hours of field dressing the deer.
- Use authorized nuisance tags or Wisconsin DNR tags.
- Comply with all Wisconsin DNR hunting rules and regulations.
- Hunt only with a bow or, if permitted, with a crossbow.

All hunters are encouraged to harvest antlerless deer. Hunters with only a nuisance tag must harvest antlerless deer.

This intergovernmental cooperative agreement would authorize the deer herd control archery hunt to be conducted in Menomin Park, which is owned by Dunn County, with the City of Menomonie responsible for managing, permitting, and enforcing the regulations of the hunt.

## INTERGOVERNMENTAL AGREEMENT

### County of Dunn – City of Menomonie Deer Herd Management Archery Hunting in Menomin Park

This Intergovernmental Agreement (“Agreement”) is made this \_\_\_ day of \_\_\_\_\_, 2020, between the County of Dunn (“the County”) and the City of Menomonie (“the City”), collectively “the Parties.”

#### RECITALS

Wis. Stat. § 66.0301 encourages intergovernmental cooperation and allows the County and the City to contract with each other “...for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law...”.

The City, pursuant to City of Menomonie Ordinance section 5-1-3B, has authorized a deer herd control archery hunt on public property within the city limits, and has requested that Menomin Park, which is owned by the County and lies within city limits, be included in the area upon which the deer herd control archery hunt may take place. The City has further expressed willingness to manage all aspects of the hunt.

The County recognizes the need for a deer herd control hunt within city limits and is amenable to permit archery hunting for the purposes of deer herd control in Menomin Park if the City of Menomonie manages the hunt.

Both Parties agree that the cooperative action contemplated in this Agreement will assist each in the furnishing of services and exercise of their powers and duties under the law.

In consideration of the above and the terms contained in this Agreement, the Parties agree as follows:

#### **I. PURPOSE**

The purpose of entering into this Agreement by the County and the City is to provide access to land owned by the County as part of the City’s deer herd control archery hunt on public property within city limits, available to all qualified persons, and consistent with intergovernmental cooperation within the meaning of Wis. Stat. § 66.0301.

The City and the County agree that superior and more effective deer herd control archery hunting on public property within city limits can be secured and promoted by the joint and mutual cooperation of the City and the County if all such hunting is managed by only one governmental unit.

#### **II. RESPONSIBILITIES**

- A. The City shall maintain a formal policy for the deer herd control archery hunt on public property within city limits, which shall meet all requirements of state law. All hunters permitted to hunt in Menomin Park shall meet the requirements of the policy.
- B. The City will manage the deer herd control archery hunt, issue all permits, and enforce any violations of city ordinance or the deer herd control archery hunt policy.
- C. The County authorizes archery hunting in Menomin Park as part of the City’s deer herd control archery hunt. Only archery hunting will be permitted in Menomin Park.

D. The County shall be responsible for providing and placing appropriate signage in Menomin Park during the hunting season.

**III. AREA.** The area that is subject to this Agreement is Menomin Park.

**IV. ENTIRE AGREEMENT; AMENDMENT.** This Agreement constitutes the entire agreement between the Parties. No amendment of this Agreement shall be effective unless and until such is reduced to writing and executed by the Parties hereto.

**V. TERMINATION.** This Agreement may be terminated by either party at any time upon written notice. If a hunting season has already commenced at the time notice of termination is given, termination shall be at the end of the hunting season, unless immediate termination is necessary to protect the public health, safety or welfare.

**VI. MISCELLANEOUS PROVISIONS.**

**A. No Third Party Beneficiary.** This Agreement is intended to be solely between the City and the County. Nothing in this Agreement shall be interpreted as giving to any person or entity not party to this Agreement any legal or equitable rights whatsoever.

**B. Administration.** This Agreement shall be administered on behalf of the County of Dunn by the Public Works Director or designee, and on behalf of the City by the Public Works Director or designee. The appointment of any designee must be in writing, and the other party to this Agreement must be notified in writing of the appointment.

**C. Insurance.** The City and the County shall each provide for their own municipal liability insurance coverage.

**D. Good Faith and Fair Dealing.** The Parties to this Agreement hereby acknowledge that this Agreement imposes upon them a duty of good faith and fair dealing. It is the intent and desire of the Parties to work together and engage in intergovernmental cooperation. The Parties agree to use their best efforts to meet and confer when issues arise pertaining to this Agreement and shall endeavor in good faith to resolve any disputes amicably.

**E. Implementation.** The Parties shall take such actions as may be necessary or desirable to implement and effectuate the provisions and intent of this Agreement.

**F. References.** Any references in this Agreement to any particular agency, organization or official shall be interpreted as applying to any successor agency, organization or official or to any other agency, organization or official to which contemplated functions are transferred by statute or ordinance. Any references in this Agreement to any particular statute or ordinance shall be interpreted as applying to such statute or ordinance as recreated or amended from time to time.

**G. Notices.** All notices required by or relating to this Agreement shall be in writing. Each notice shall specifically refer to this Agreement by name and shall refer specifically to the number of the paragraph(s) or subparagraph(s) to which the notice relates. Any such notice shall be delivered in person or by certified mail. Each notice to the City shall be addressed to Public Works Director, 800 Wilson Ave., Menomonie, Wisconsin 54751. Each notice to the County shall be addressed to the Public Works Department, Facilities and Parks Division, 3001 U.S. Highway 12 East, Suite 002, Menomonie, Wisconsin 54751. Notice shall be effective upon delivery if made in person, or upon actual receipt if mailed.

**SIGNATURE PAGE**

**For the County**

County of Dunn

By:

\_\_\_\_\_  
Paul R. Miller  
County Manager

Date: \_\_\_\_\_

**For the City**

City of Menomonie

By:

\_\_\_\_\_  
Lowell Prange  
City Administrator

Date: \_\_\_\_\_