OFFICIAL NOTICE AND AGENDA—of a meeting of the County Board, Committee, Agency, Corporation or Sub-Unit thereof MARATHON COUNTY, WISCONSIN

MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING AGENDA

Date & Time of Meeting: Monday, July 23, 2018; 3:00 p.m.
Meeting Location: Marathon County Courthouse Assembly Room C149, 500 Forest Street, Wausau, WI 54403
Members: EJ Stark, Chair; Bill Miller, Vice-Chair; Tim Buttke, John Durham, Kurt Gibbs, Yee Leng Xiong, Jeff Zriny

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly, or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12/20/05)

Human Resources, Finance & Property Committee Mission/Purpose: Provide leadership for the implementation of the County Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to the human resources initiatives, finance and property of the County.

1. Call to Order
   A. Please silence your cellphones.

2. Public Comment Period -- Not to Exceed 15 Minutes

3. Approval of the Minutes of the June 18, 2018, Human Resources, Finance & Property Committee Meeting.

4. Educational Presentations/Outcome Monitoring Reports
   A. Update by Supervisor McEwen on the County Strategic Plan and the Committee’s role in supporting the Strategic Plan-McEwen
   Link to the County’s 2018-2022 Strategic Plan

   B. County Property Insurance Relating to Tax Deed Process Properties – Maly/Jensen

5. Operational Functions required by Statute, Ordinance, or Resolution:
   A. Discussion and Possible Action by Human Resources and Finance Committee
      1. Approve the minutes of the Human Resources/Finance Committee meeting from July 9, 2018-Palmer
      2. Discussion and Possible Action by Committee-Approve June Claims and Questioned Costs-postponed from July 9 meeting-Palmer
      3. Discussion and Possible Action by Committee-Approve the sales of excess Right of Way to Brandon Fraaza in the amount of $1,200 with the property located in the Northwest of Southwest Section21 of the Town of Ringle-Griesbach
      4. Discussion and Possible Action by Committee– Possible Taking of Tax Deed Eligible Property and determining whether or not there should be county insurance coverage on the parcels - Jensen
         1. 078-2907-125-0974 – T701 Marshall Hill Rd, Town of Texas
         2. 291-2907-252-0211 – 312 Chicago Ave, City of Wausau
         3. 291-2808-064-0004 – 2111 & 2113 Northwestern Ave, City of Wausau
         4. 291-2907-224-0090 – 1308 N 16th Ave, City of Wausau
         5. 068-2807-273-0984 – 2608 Petunia Rd, Town of Rib Mountain
         6. 192-2808-322-0078 – 9757 Sandhill Dr, Village of Weston
   B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
      1. Discussion and Possible Action by Committee-2018 Interdepartmental Transfers-Palmer

2. Roll Call Vote to Go Into Closed Session Pursuant to §19.85(1)(g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Matel/Attorney Rayome

3. Roll Call Vote to Return to Open Session
OFFICIAL NOTICE AND AGENDA-of a meeting of the County Board, Committee, Agency, Corporation or Sub-Unit thereof MARATHON COUNTY, WISCONSIN

MARATHON COUNTY HUMAN RESOURCES, FINANCE & PROPERTY COMMITTEE MEETING AGENDA

Date & Time of Meeting:  Monday, July 23, 2018; 3:00 p.m.
Meeting Location:  Marathon County Courthouse Assembly Room C149, 500 Forest Street, Wausau, WI 54403

6. Policy Issues Discussion and Committee Determination
   1. Review Investment and Financial Policies for Marathon County as they Relate to Preparing the 2019 Budget based on the October 23, 2017 HR/Finance Committee Meeting Request to: Direct Human Resources and Finance Committee to review the Fund Balance policy by July 1, 2018-Recommendation from Committee is to direct the County Administrator to bring back program reduction recommendations and concerns in the 5 year plan and bring them back to the HRFC

7. Announcements:
   A. Next Meeting Date-August 6, 2018 3:00 pm, County Board Assembly Room

8. Adjourn

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715 261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

SIGNED EJ STARK/s/K Palmer
Presiding Officer or Designee

Fax to:  Wausau Daily Herald
Fax to:  Marshfield News
Fax to:  City Pages
Fax by/time:  K Palmer 07/19/2018 2:15 pm
1. Call to Order by Chairman Stark at 3:00 pm

2. Public Comment Period -- Not to Exceed 15 Minutes--None

3. Approval of the Minutes of the June 18, 2018, Human Resources, Finance & Property Committee Meeting.
   Motion by Zriny and second by Buttke to approve the June 18 minutes; vote unanimous

Chairman Stark requested to move item 4 B up to this point with no objections from the Committee.

Review of the Marathon County 2017 Comprehensive Annual Financial Report (CAFR) and Internal Control Letter-Communication to Those Charged with Governance and Management-Presentation by John Rader, Director of Baker Tilly Virchow Krause LLP

John Rader discussed the 2017 CAFR and Management Report with the Committee as part of the summary review with the HRFC Committee. Final financial statements were issued on June 28, 2018 for the 2017 CAFR. The General Fund ended the year with a change in fund balance of ($125,304). In regards to the County’s General Fund balance of $44,643,374, this is a healthy fund balance that is looked at favorably by rating agencies. Baker Tilly audits 8 of the 10 largest counties in Wisconsin and most of these counties have about 8% of debt capacity used. Marathon County has 1.2% of its debt service capacity used. In Marathon County, 2% of the governmental expenditures are used to pay annual debt service. Many Counties pay about 20% of the government expenditures on annual debt service. Under the Management Letter, the Significant Deficiencies were discussed and additional information that was discussed were Landfill and Land Records systems. John Rader does believe that the Committee Chair or the (Finance) Committee should approve the monthly check register. This is a good control. The financial reports were accepted and placed on file.

4. Educational Presentations/Outcome Monitoring Reports
   A. Review of work efficiencies based on 2019 CIP Request for new Financial/HR software-Follow up from June 4 – Palmer discussed the implicit and explicit cost savings of going to a new financial system. No formal action was taken.

5. Operational Functions required by Statute, Ordinance, or Resolution:
   A. Discussion and Possible Action by Committee
      1. Discussion of “Set Asides” for Rolling Stock in the 2019 Capital Improvement Plan-Follow Up from June 4- Request by the Chairman Stark for Corporation Counsel to look at the Rolling Stock policy to see if specific leasing wording should be included. No formal action taken

   B. Discussion and Possible Action by Committee to Forward to the County Board for its consideration
      1. 2018 Interdepartmental Transfers-Palmer
         Motion by Buttke and seconded by Durham to approve the transfer; vote unanimous

      2. Dells of the Eau Claire Park Land Acquisition
         The Park Commission and Environmental Resources committee has approved this purchase. There are no concerns on the property. This property will create a visual barrier to the park. It is an extension of the State scientific area.
         Motion by Zriny and seconded by Durham to approve the purchase and forward to the County Board; vote unanimous
3. Budget Amendment Resolution to Transfer $20,526 from UW Extension Funding Account No. 101 738 9 2190 to Fund Support for Other Agencies – Support Economic Development, Account No. 101 138 9 7208
   The State is not able to fund this position at this time. Sarah Guild-This position was to work with 4H and we have a full time position so these funds will come back to the Economic Development Committee for economic development use. Palmer-This item can be approved as a separate resolution. The request is to approve this as a separate item for approval at the Thursday meeting Motion by Zriny and second by Buttke to approve the resolution and request that the resolution be approved at the Thursday, July 19 meeting; vote unanimous

C. Discussion and Possible Action to review and approve Facilities and Capital Management proposed Capital projects for 2019
Lotter reviewed the Facilities and Capital Management Department 2019 CIP projects-The priority of his projects will be:
1. Emergency Management and Medical Examiner move out of the courthouse and remodel for a new courthouse hearing room.
2. Courthouse/Jail boiler/ gas burner replacement of 5 boilers
3. Lakeview Professional Plaza-3rd floor VAV replacement
4. Social services boiler replacement
5. Rolling Stock vehicle request
Zriny-Question on outside vendors-Do you go through a bid process? Lotter-We ask for a quote to get the CIP request figures for this request. We will competitively bid the projects that are not done in house.
Motion by Durham and seconded by Buttke to move the Facilities and Capital Management departments projects to the CIP Committee.

For the HR/Finance Department IT project there was a question of whether the project should be rated? Will this eat up the entire CIP? The motion was to have the project ranked and then the CIP Committee will rank it and send it back to the HRFC in September for approval of all CIP projects. May look to Brad to see where we can pay for this project.

6. Policy Issues Discussion and Committee Determination -None

7. Announcements:
   A. Next Meeting Date-July 23, 2018 3:00 pm, County Board Assembly Room

8. Adjourn-Motion by Buttke and seconded by Zriny to adjourn at 4:50 pm, vote unanimous
April 27, 2018

Audrey Jensen  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403

Dear Ms Jensen

An Environmental Transaction Screen (ETS) was conducted for the Richard Hubert property located at 2608 Petunia Road, Wausau, WI on July 10, 2012. On April 26, 2018 I did a reassessment of the property to verify if changes have occurred. Based on my observations, my finding and recommendations are still consistent with the previous report dated July 16, 2012.

If you have questions please call.

Sincerely,

[Signature]
Keith Baine  
Environmental Health Sanitarian
July 16, 2012

Lorraine Beyersdorff
Marathon County Treasurer
500 Forest Street
Wausau, WI 54403

Dear Ms. Beyersdorff:

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Richard Hubert property, located at 2608 Petunia Road, Wausau, WI. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is approximately .75 acres in size. The property is located in Sec 27-28-7 in the Town of Rib Mountain, Marathon County, Wisconsin. The property is bordered by County Road KK and Petunia Road. There are no structures on the property. The lot is wooded. There are no wells or sanitary permits listed for this property. The properties surrounding the lot are residential housing and wooded lots. The property is not located in a floodplain.

Bases on observations made during the walk-through inspection on July 10, 2012 and the records review of the property, the following items have been identified as potential sources of contamination on the property.

Findings:

A) No items or potential sources of contamination were noted on the property.
Recommendations:

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
September 8, 2017

Richard T. Hubert

112 Strowbridge Street, Apt 3

Wausau, WI 54401

Marathon Country Treasurer

500 Forest Street

Wausau, WI 54401

RE: Tax Bill for property at 2608 Petunia Road

To Whom It May Concern:

On March 23, 2017, I sent you a letter in regard to the property listed above. The letter stated that due to limited finances, it is impossible for me to pay back taxes, current taxes or future taxes on that Petunia Road property. As a result, I understand that ownership of the property will revert to Marathon County.

A copy of the March 23, 2017 communication sent to you is attached.

Respectfully,

Richard T. Hubert
March 23, 2017

Richard T. Hubert

112 Strowbridge Street, Apt. 3

Wausau, WI 54401

Marathon County Treasurer

500 Forest Street

Wausau, WI 54401

Re: Tax Bill for property at 2608 Petunia Road - See Copy Attached

To Whom It May Concern:

Please be advised that limited finances make it impossible for me to pay back taxes, current taxes or future taxes on the property listed above. As a result, I understand that ownership of the property will revert to Marathon County.

Respectfully,

Richard T. Hubert
May 9, 2018

Audrey Jensen
Marathon County Treasurer
500 Forest Street
Wausau, WI 54403

Dear Ms. Jensen:

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Adeline Krause property located at T701 Marshall Hill Rd, Wausau, WI. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is .12 acres size. The property is located in Section 12-29-7 in the Township of Texas, Marathon County, Wisconsin. Two structures are located on the property, a single story home with attached garage and a small metal storage shed. The property appeared to be vacant at the time of the inspection. No entry into the interior of structures was permitted. The property is serviced by private sewer and water. A well construction report was obtained. The well was installed August 21, 1991 to a depth of 47ft.

Based on visual observations made during the site visit on May 3, 2018 and the records review of the property, the following items have been identified as potential sources of contamination on the property.

Findings:

A) Numerous contaminated sites were located during the search. See attached map for locations of these sites. None of these sites would pose a risk to the property.

B) A roof from a storage shed is in the ditch and a large pile of lumber is located on the south side of the house.
Recommendations:

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
Adeline Krause Property, T701 Marshall Hill Rd, Wausau WI 54403
**WISCONSIN UNIQUE WELL NUMBER**

**Source:** WELL CONSTRUCTION

**Property Owner:** ADELINE KRAUSE

**Address:** 7701 MARSHALL HILL RD

**City:** WAUSAU

**County:** MARATHON

**State:** WI

**Zip Code:** 54401

**Telephone Number:** 715-675-3484

**Facility ID (Public):**

**Public Well Plan Approval Date:**

**Date Of Approval:**

**Well Construction License #:** 695

**County of Well Location:** WC

**Well Permit No.:** N

**Well Completion Date:** August 21, 1991

**Well Contractor:** JAMES A HORNUNG

**Address:** N952 HWY W

**City:** MERRILL

**State:** WI

**Zip Code:** 54452

**Well Permanent #:** Common Well #

**Specific Capacity:**

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<th>gpm/ft</th>
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<td>1.0</td>
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**High Capacity Well:**

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<th>Capacity</th>
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<tbody>
<tr>
<td>High</td>
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**Property Well:**

<table>
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<tr>
<th>Capacity</th>
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<tbody>
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</table>

**Well Type:**

1. New
2. Replacement
3. Reconstruction

**Well Location:**

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<tr>
<th>Township</th>
<th>Range</th>
<th>Section</th>
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<tbody>
<tr>
<td>T 29 N</td>
<td>R 7 E</td>
<td></td>
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</table>

**Reason for replaced or reconstructed well:***

**PLUGGED POINT IN PIT:**


**Well located in floodplain:**

<table>
<thead>
<tr>
<th>Location</th>
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<tbody>
<tr>
<td>No</td>
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**Drillhole Dimensions and Construction Method:**

**Upper Enlarged Drillhole:**

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<tr>
<th>Dia.(in.) (ft.)</th>
<th>Surface</th>
<th>47</th>
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</table>

**Lower Open Bedrock:**

<table>
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<tr>
<th>Dia.(in.)</th>
<th>6.0</th>
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</table>

**Casing Liner Screen:**

<table>
<thead>
<tr>
<th>Dia.(in.)</th>
<th>6.0</th>
</tr>
</thead>
</table>

**Manufacturer & Method of Assembly:**

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<thead>
<tr>
<th>Dia.(in.)</th>
<th>6.0</th>
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</thead>
</table>

**Geology Codes: Type, Caving/Noncaving, Color, Hardness, etc:**

<table>
<thead>
<tr>
<th>Dia.</th>
<th>0 47</th>
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</table>

**State Water Level:**

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<thead>
<tr>
<th>Dia.(in.)</th>
<th>Screen type, material &amp; slot size</th>
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<tbody>
<tr>
<td>0.12</td>
<td>JOHNSON SS</td>
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**Pump Test:**

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<tr>
<th>Dia.(in.)</th>
<th>Pumping level</th>
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<tbody>
<tr>
<td>15.0</td>
<td>GP 2.0 Hrs</td>
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</table>

**Well Drilled:**

<table>
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<tr>
<th>Dia.(in.)</th>
<th>6 in.</th>
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</table>

**Geology:**

<table>
<thead>
<tr>
<th>Dia.</th>
<th>0 47</th>
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**Grout or Other Sealing Material:**

<table>
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<tr>
<th>Dia.(in.)</th>
<th>5.5</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Dia.</th>
<th>44 47</th>
</tr>
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</table>

**Initials of Well Constructor or Supervisory Driller:**

<table>
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<tr>
<th>Dia.</th>
<th>8/21/81</th>
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**Initials of Drill Rig Operator (Mandatory unless same as above):**

<table>
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<tr>
<th>Dia.</th>
<th>8/21/81</th>
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**Additional Comments?**

<table>
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<th>Dia.</th>
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**Variance Issued?**

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<th>Dia.</th>
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**Owner Sent Label?**

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<tr>
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**More Geology?**

<table>
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<tr>
<th>Dia.</th>
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April 27, 2018

Audrey Jensen  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403  

Dear Ms. Jensen,

An Environmental Transaction Screen (ETS) was conducted for the Foresight Development property located at 9757 Sandhill Dr. in the Village of Weston on September 22, 2014. On April 26, 2018 I did a reassessment of the property to verify if changes have occurred. Based on my observations, my finding and recommendations are still consistent with the previous report dated September 29, 2014.

If you have questions please call.

Sincerely,

Keith Baine  
Environmental Health Sanitarian
September 29, 2014

Lorraine Beyersdorff
Marathon County Treasurer
500 Forest Street
Wausau, WI 54403

Dear Ms. Beyersdorff:

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Foresight Development property located at 9757 Sandhill Dr in the Village of Weston, Marathon County, Wisconsin. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is 102’ by 150’ in size. The property is located in Crane Meadows First Addition Lot 77 in the Village of Weston, Marathon County, Wisconsin. No structures were located on the property. The lot is wooded. The property would be serviced by municipal sewer and water. The property is zoned R-1 (Residential Single Family).

Based on visual observations made during the site visit on September 22, 2014 and the records review of the property, the following items have been identified as potential sources of contamination on the property.

Findings:

A) No items or potential sources of contamination were noted on the property.
**Recommendations:**

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine  
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
April 27, 2018

Audrey Jensen  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403

Dear Ms Jensen

An Environmental Transaction Screen (ETS) was conducted for the Foresight Development property located at 2111/2113 Northwestern Ave, Wausau, WI on May 20th, 2011. On April 26, 2018 I did a reassessment of the property to verify if changes have occurred. Based on my observations, my finding and recommendations are still consistent with the previous report dated June 17, 2011.

If you have questions please call.

Sincerely,

[Signature]

Keith Baine  
Environmental Health Sanitarian
June 17, 2011

Lorraine Beyersdorff  
Marathon County Treasurer  
500 Forest Street  
Wausau WI 54403

Dear Ms. Beyersdorff:

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Foresight Development property, located at 2111/2113 Northwestern Ave, Wausau, Wisconsin. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is approximately .64 acres in size. The property is located in the Eau Claire Meadows Sub-division lot #4 in the city of Wausau, Marathon County, Wisconsin. There are no structures on the property. The property would be serviced by municipal sewer and water. The property is zoned R 3-1 (Two Family Residence District).

Based on observations made during the walk-through inspection on May 20th, 2011 and the records review of the property, the following items have been identified as potential sources of contamination on the property:

**Findings:**

A) Located to the west is the former Holtz & Krause landfill. This site is currently inactive but continues recommended remediation.

B) This lot is actually a storm water run-off holding pond. Two large culverts drain to the middle of the lot. There is also a small rock spillway on the south side of the lot that flows down to the creek. This lot is basically a non-buildable lot.
Recommendations:

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
May 10, 2018

Audrey Jensen
Marathon County Treasurer
500 Forest Street
Wausau, WI 54403

Dear Ms. Jensen:

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Wisconsin District Church of the Nazarene property located at 1308 N 16th Ave, Wausau, WI. The transaction screen was conducted by Keith Baine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.

The subject property is .36 acres size. The property is located in Westview Terrace Addition Lot 5 Blk 1 in the City of Wausau, Wisconsin. The property is a vacant lot that is serviced by municipal sewer and water.

Based on visual observations made during the site visit on May 3, 2018 and the records review of the property, the following items have been identified as potential sources of contamination on the property.

Findings:

A) Numerous contaminated sites were located during the search. See attached map for locations of these sites. None of these sites would pose a risk to the property.
B) The property is marsh grass with a small ditch with water in it running through the property.
Recommendations:

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
Wisconsin Church of the Nazarene Property: 1308 N 16h Ave, Wausau WI 54401
February 27, 2018

Marathon County Treasurer
Attn: Audrey Jensen
500 Forest Street
Wausau, WI  54403

Dear Ms. Jensen;

I am writing to you on behalf of the Church of the Nazarene-Wisconsin District in regards to a piece of land to which we hold title. That particular land is a city lot, identified as parcel number 59-7895-001-005-00-00, or pin number 291-2907-224-0090. It is further identified by address as 1308 N. 16th Ave. For your convenience, I have enclosed a copy of a map, on which I have highlighted the lot in question.

The short story is that several years ago, the local Church of the Nazarene purchased the five adjacent lots with the intention of building a new church. Plans did not come to fruition and the District Church took over the lots in order to relieve financial stress on the local congregation. We have sold three of the lots and will be relisting the fourth one, identified as 1320 N. 16th Ave. Our quandry is that the lot which I originally identified has been declared a wetland and is not a buildable lot. However, we are required to pay taxes on this lot, which seems to be an anomaly since it can not be utilized for anything other than to say that we own it.

Since it is of no value, we were hopeful that we could donate it to the city in order to get from under the tax burden. We have been advised that the city is not interested in assuming ownership of the lot.

While we do not wish to be contrary, we must advise you that we do not intend to pay taxes on a property which is useless! Please accept this letter as notice that we will no longer pay taxes on the lot, and that the county may proceed with any claim to the property which may be held as a result of that action.

Thank you for your attention to this matter.

Cordially,

Jon E. Hagen
N11276 570th St.
Wheeler, WI  54772

Cc:Kevin Donley, District Superintendent
Wisconsin Church of the Nazarene
N74 W16230 Stonewood Dr.
Menomonee Falls, WI  53051
April 27, 2018

Audrey Jensen  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403

Dear Ms Jensen,

An Environmental Transaction Screen (ETS) was conducted for the Janet Skinner property located at 312 Chicago Ave, Wausau, WI on August 6, 2014. On April 26, 2018 I did a reassessment of the property to verify if changes have occurred. Based on my observations, my finding and recommendations are still consistent with the previous report dated August 7, 2014.

If you have questions please call.

Sincerely,

[Signature]

Keith Baine  
Environmental Health Sanitarian
Lorraine Beyersdorff  
Marathon County Treasurer  
500 Forest Street  
Wausau, WI 54403  

Dear Ms. Beyersdorff:  

Per your request, an Environmental Transaction Screen (ETS) has been conducted for the Janet Skinner property located at 312 Chicago Ave, Wausau, WI. The transaction screen was conducted by Keith Bajine, Environmental Health Sanitarian. The purpose of this investigation was to review past and present land use practices, current operations and conditions, and identify the potential presence of hazardous substances, to evaluate the potential occurrence of soil and/or groundwater contamination at the site. No soil or groundwater sampling was conducted in conjunction with this assessment.  

The subject property is 50’ by 120’ in size. The property is located in the Dunbar & Browns Riverview Addition Lot 3 Blk 1 in the City of Wausau, Marathon County, Wisconsin. The current lot is vacant. The house was razed 4-13-2010 based on information from the Marathon County Land Records database review. The property is serviced by municipal sewer and water. The property is zoned R3 (Two Family Residence District).  

Based on visual observations made during the site visit on August 6, 2014 and the records review of the property, the following items have been identified as potential sources of contamination on the property:  

Findings:  

A) Numerous contaminated sites were located within the 1 mile minimum search distance. All but two sites (Wausau Chemical Corp & Wausau Energy Bulk Plant) have been cleaned up and closed by the WDNR. See attached map for locations and names of the sites. None of these sites would pose a risk to the property.
Recommendations:

Potential dangers to the property have been listed above. There would appear to be no major impediments to the County assuming ownership of the property.

The findings and recommendations presented above are professional opinions based solely upon visual observations of the site and vicinity, and our interpretation of the available historical information and documents reviewed. The report is intended for the exclusive use of Marathon County. It should be recognized that this assessment was not intended to be a definitive investigation of contamination at the subject property. Given that analytical testing for contamination was not performed, it is possible that currently unrecognized contamination may exist at the site. Opinions and recommendations presented herein apply to the site conditions existing at the time of our investigation and those reasonably foreseeable.

If you have any questions, please call.

Sincerely,

Keith Baine
Environmental Health Sanitarian

cc: D. Grosskurth, MCHD
Wednesday, July 11, 2018 – 9:00 a.m.
Central Wisconsin Airport, Conference Room B (Second Floor), 200 CWA Drive, Mosinee, WI 54455

Attendance:   Present    Absent
John Robinson, Chair    X
Richard Gumz, Vice-Chair    X
Tom Seubert    X
Alan Christensen    X
Sandi Cihlar    X
Jeff Johnson    X
Allen Opall    X

Also Present: Jim Griesbach, Dave Mack, Lance Leonhard, Gerry Klein, Jim Olson, Beth Nemee

1. **Call Meeting to Order**
The meeting was called to order by Chairman John Robinson at 9:07 a.m.

2. **Public Comment** – No public comment.

3. **Approval of the Minutes of the May 31, 2018 Infrastructure Committee Meeting.**
Motion by Christensen, second by Seubert to approve the minutes of the April 5, 2018 Infrastructure Committee meeting and the minutes of the June 14, 2018, Joint Meeting of the Infrastructure Committee and the Extension, Education, and Economic Development Committee. Motion carried.

4. **Approval of the Minutes of the June 14, 2018, Joint Meeting of the Infrastructure Committee and the Extension, Education, and Economic Development Committee.**
Action taken jointly with Agenda item #3.

5. **Policy Issues Discussion and Potential Committee Determination**
   A. **Resolution Relating to State Funding of Transportation**
      1. Should the County take a formal stance with respect to State funding/projects?
      
         **Discussion:**
         Chair Robinson explains that he and staff have worked to make the resolution more specific with regard to the importance of sustainable funding from the state for roadway maintenance at the request of the Executive Committee.

         **Action:**
         Motion by Christensen, second by Cihlar, to approve the resolution as contained in the packet and move it forward to the County Board for consideration. Motion carried.

         **Follow through:**
         Administration to forward the resolution to the County Board Chair and County Clerk for inclusion in the County Board agenda.

   B. **Development of a policy for County Trunk Highway maintenance for economic development**
      **Discussion:**
      Chair Robinson explains that he believes an overarching policy from the County relative to County Trunk Highway construction and maintenance that provides criteria for establishing and prioritizing projects would be valuable. Specifically, Robinson references the potential use of criteria relative to areas that receive Tax Increment Financing, to ensure that these areas do not rely solely on county roadway funding. Supervisor Cihlar references that the Capital Improvement Policy and ranking system may serve as a good starting point in this effort. Cihlar also suggests staff also reach out to other counties to see if similar policies exist. Dave Mack explains that this discussion will also be helpful and of interest to the Metropolitan Planning Organization.
Chair Robinson summarizes that the committee discussion, laying out several questions to consider in developing the policy:

- What portion of roadway costs would be borne by the county, as opposed to the municipality in control of the Tax Increment District (TID)
- What portion of the roadway is the county responsibility? (roadways adjacent to TIDs, roadways within municipality borders)
- When should the county consider transferring roadway maintenance responsibility to the municipality? (What if the municipality refuses to accept responsibility?)
- How does traffic volume impact prioritization?

Committee members discuss a desire to engage the Metropolitan Planning Organization and representatives of municipalities, such as the Towns Association, at appropriate times in this process.

**Action:** No formal action taken. Robinson suggests capturing the questions we need to answer, further discussing these issues and sharing our thoughts with partners as we work on this issue.

**Follow through:** Further discussion to take place.

C. Fuel Exemption for Agriculture vehicles

1. Should the County take a formal stance with respect to the existing exemption?

**Discussion:** Commissioner Griesbach summarizes the Committee’s past discussions on this issue, specifically its consideration of a resolution calling for the State to review the fuel tax exemption. Chair Robinson suggests that the committee start by defining it’s interest in this issue. Committee members express:

- a desire that all vehicles operating on local roadways pay their “fair share” of roadway maintenance costs
- improved vehicle safety and operator safety for these currently exempt vehicles

Cihlar explains that the current economic environment for farmers is difficult and that the committee should consider meeting with leaders in the agricultural community to better understand this issue and to find positions that are supported by the farming community. Cihlar suggests Don Radke being one of the first resources to speak with as the committee considers the issue. Commissioner Griesbach and Chair Robinson suggest meeting at the Northcentral Technical College Farm to speak with Radke and then proceed to tour Highway K.

**Action:** No formal action taken

**Follow through:** None at this time

D. Committee role in County’s Broadband expansion effort

**Discussion:** Chair Robinson references the Joint Meeting the committee held with the Extension, Education & Economic Development Committee (EEEDC), explaining that the EEEDC’s role is to identify the “what” the county needs relative to high-speed internet and the “why” the county needs it, while this committee’s focus will be on the “how” the county seeks to meet those needs. Robinson expresses that the committee should educate itself on this issue while we wait for the EEEDC to complete its work. Robinson suggests devoting a portion of every meeting or every to looking at what other counties and other states, such as Minnesota and Vermont, are doing. Cihlar explains that there are significant differences in service based on where you live and suggests that we view this as a fundamental need, similar to how electrical service was viewed during rural electrification, as opposed to a commodity upon which we rely solely on private providers to meet the needs. Chair Robinson expresses that the committee may need to consider the perspective that some individuals in more urban locations may have, which is that higher speed, higher quality internet access is one of the services that residents pay for when they locate in more urban areas and that similar services in more rural areas should not be heavily subsidized by the county.

**Action:** No formal action taken at this time.

**Follow through:** Deputy Administrator to forward information to Chair Robinson pertaining to high speed internet expansion projects in Minnesota and other Wisconsin counties for further dissemination to the committee.
E. Should the County take a formal position supporting/opposing a request by Haas Inc., for direct access from Highway 29 for business operations in Section 34 in the Town of Holton?

Discussion:
Griesbach explains that he understands Haas Inc., is a construction company looking to develop a temporary concrete plant in the Town of Holton with direct driveway access off of Highway 29. Chair Robinson explains that Supervisor Gumz requested that this item be placed on the agenda for discussion as the Town of Holton Board of Adjustment would be considering Haas’s request for a conditional use permit in the near future and Gumz was concerned about the safety implications of direct driveway access on Highway 29, given the large vehicles that would operate in such a plan. Griesbach explains that the county has no authority with respect to the DOT decision on whether to allow direct driveway access; however, Griesbach expressed that the Board of Adjustment may be more receptive to any concerns the committee may have when it would consider the conditional use permit. No committee member expressed significant interest in taking action at this time.

Action: None taken at this time.

Follow through: None.

6. Operational Functions required by Statute, Ordinance, or Resolution:

A. Discussion and Possible Action by Committee

1. Approve the Sale of Excess Right-of-Way to Brandon Fraaza (NW of SW Section 21 in Town of Ringle) – (attachment)

Discussion: Griesbach explains the nature of the request and the fair market costs associated with the property. Griesbach indicates that the county does not have any need for the parcel.

Action: Motion by Seubert, second by Christensen, to approve the sale of the property for $1200, with limitations providing for no building construction or driveway construction on the parcel, as well as any other limitations deemed appropriate by staff, subject to the ultimate approval of HR Finance Propert. Motion carried.

Follow through: Administration to provide this information to the Chair of the HR, Finance & Property Committee for inclusion in the next meeting agenda.

Supervisor Seubert had to leave the meeting to attend to another obligation, resulting in a quorum of the membership no longer being present. The meeting is adjourned due to the loss of quorum at 10:20 a.m.

Remaining items to be included in future agendas.

7. Educational Presentations and Committee Discussion

A. Central Wisconsin Airport Overview - Grefe

1. Overview of CWA - what are our current significant capital projects and what are the anticipated areas of focus during this board term?

Discussion: None as meeting adjourned due to loss of quorum.

2. Facility Tour

Discussion: Tour was not conducted due to loss of quorum.

B. Highway Commissioner – update on contracts/awards, construction projects, and Wisconsin County Highway Association

Discussion: None as meeting adjourned due to loss of quorum.

8. Future meeting dates, times, location


10. Adjourn

Meeting was adjourned due to loss of quorum at 10:20 a.m.

Minutes prepared
By Lance Leonhard on July 11, 2018
This form must be completed electronically and emailed to Alicia Richmond and to your Department Head. This email will confirm that your Department Head acknowledges approval of this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

DEPARTMENT: Sheriff  
BUDGET YEAR: 2018

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I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

Requested By: Kristin Williams – Administrative Services Manager  
Date Completed: 7/10/2018

COMPLETED BY FINANCE DEPARTMENT:

Approved by Human Resources, Finance & Property Committee:  
Date Transferred:  

Date Transferred: __________
MARATHON COUNTY
Budget Transfer Authorization Request – Supplemental Information

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department, or the Budget Transfer Authorization Request Form will be returned.

1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)
   Organizer Crime Drug Enforcement Task Forces (OCDETF)

2) Provide a brief (2-3 sentence) description of what this program does.
   OCDETF is a federal drug enforcement program in the United States, overseen by the Attorney General and the Department of Justice. It primarily concerns itself with the disruption of major drug trafficking operations and related crimes, such as money laundering, tax and weapon violations, and violent crime. It utilizes resources of eleven U.S. Federal agencies, and provides funds to local law enforcement agencies for overtime and other related expenses.

3) This program is: (Check one)
   ☒ An Existing Program.
   ☐ A New Program.

4) What is the reason for this budget transfer?
   ☐ Carry-over of Fund Balance.
   ☒ Increase/Decrease in Grant Funding for Existing Program.
   ☐ Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.
   ☐ Set up Initial Budget for New Grant Program.
   ☐ Set up Initial Budget for New Non-Grant Program.
   ☐ Other. Please explain: Click here to enter description

5) If this Program is a Grant, is there a “Local Match” Requirement?
   ☐ This Program is not a Grant.
   ☒ This Program is a Grant, but there is no Local Match requirement.
   ☐ This Program is a Grant, and there is a Local Match requirement of: (Check one)
     ☐ Cash (such as tax levy, user fees, donations, etc.)
     ☐ Non-cash/In-Kind Services: (Describe) Click here to enter description

6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)
   ☒ No.
   ☐ Yes, the Amount is Less than $30,000.
   ☐ Yes, the Amount is $30,000 or more AND: (Check one)
     ☐ The capital request HAS been approved by the CIP Committee.
     ☐ The capital request HAS NOT been approved by the CIP Committee.

COMPLETED BY FINANCE DEPARTMENT:
Is 10% of this program appropriation unit or fund? No Is a Budget Transfer Resolution Required? Yes
MARATHON COUNTY
Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to Alicia Richmond and to your Department Head. This email will confirm that your Department Head acknowledges approval of this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

DEPARTMENT: Sheriff
BUDGET YEAR: 2018

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I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

Requested By: Kristin Williams – Administrative Services Manager
Date Completed: 7/11/2018

COMPLETED BY FINANCE DEPARTMENT:

Approved by Human Resources, Finance & Property Committee: _____________
Date Transferred: _____________
MARATHON COUNTY
Budget Transfer Authorization Request – Supplemental Information

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department, or the Budget Transfer Authorization Request Form will be returned.

1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)
   Cannabis Enforcement and Suppression Effort (CEASE)

2) Provide a brief (2-3 sentence) description of what this program does.
   The Drug Enforcement Agency (DEA) provides funds to law enforcement agencies to target Drug Trafficking Organizations involved in cannabis cultivation. Marathon County Sheriff’s Department utilizes funding to reimburse overtime of officers involved in enforcement.

3) This program is: (Check one)
   ☒ An Existing Program.
   ☐ A New Program.

4) What is the reason for this budget transfer?
   ☐ Carry-over of Fund Balance.
   ☒ Increase/Decrease in Grant Funding for Existing Program.
   ☐ Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.
   ☐ Set up Initial Budget for New Grant Program.
   ☐ Set up Initial Budget for New Non-Grant Program
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   ☐ This Program is a Grant, but there is no Local Match requirement.
   ☐ This Program is a Grant, and there is a Local Match requirement of: (Check one)
     ☐ Cash (such as tax levy, user fees, donations, etc.)
     ☐ Non-cash/In-Kind Services: (Describe) Click here to enter description

6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)
   ☒ No.
   ☐ Yes, the Amount is Less than $30,000.
   ☐ Yes, the Amount is $30,000 or more AND: (Check one)
     ☐ The capital request HAS been approved by the CIP Committee.
     ☐ The capital request HAS NOT been approved by the CIP Committee.

COMPLETED BY FINANCE DEPARTMENT:

Is 10% of this program appropriation unit or fund? No Is a Budget Transfer Resolution Required? Yes