



Sawyer County

Agenda

County Board of Supervisors Meeting

Thursday, April 21, 2022 @ 6:30 PM

Large Courtroom; Sawyer County

Courthouse/Virtual Meeting

Revised: Thursday, April 21, 2022 6:13 PM

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1. CALL TO ORDER

- a. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to <https://zoom.us/j/95015680309>. You can also use the dial in number for listening only at **1-312-626-6799** with the Webinar ID: 950 1568 0309. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. This meeting will be recorded and will be available on our website at: <https://sawyercountygov.org>.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

5. MEETING AGENDA

6. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

- 5 - 6
- a. [4.19.22 Board Organizational Mtg. Minutes DRAFT](#)

7. REAFFIRM SAWYER COUNTY BOARD OF SUPERVISORS POLICY AND PROCEDURES MANUAL

- 7 - 31
- a. [1\) Board Policy Amended 3.16.21](#)
 - b. [2\) Highway Dept. Statute..](#)
- 32 - 33

8. COMMITTEE AND REPRESENTATIVE APPOINTMENTS

- 34 - 44
- a. Board of Supervisor Appointments (discussion and possible action)
[Board Appointment PPT](#)

- b. Board of Appeals Representative -- Jim Tiffany (3-yr term) (discussion and possible action)

9. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Board on items not on the agenda. Please adhere to the following when addressing the Board:
- Comments will be limited to 3 minutes or less per individual.
 - Comments should be directed to the Board as a whole and not directed to individual Board members.
 - The Board cannot respond to your comments during this time.
 - Please sign in and fill out a public comment sheet if you wish to speak on an item.

10. ZONING COMMITTEE

- 45 - 66
- a. Chair Report
- b. Zone District Map Amendment RZN #22-003 & RZN # 22-004 (discussion and possible action)
[Staff report for RZN #22-003 & #22-004](#)
[Resolution RZN #22-003](#)
[Resolution RZN #22-004](#)

11. PUBLIC SAFETY COMMITTEE

- a. Chair Report

12. PUBLIC WORKS COMMITTEE

- 67 - 76
- a. Chair Report
- b. Airport Boundary Survey Exhibit A (discussion and possible action)
[1\) Res 2022 - Approving Sawyer County Exhibit A -- Airport Property Map](#)
[2\) 3217 Sawyer County Boundary Map Riverside 031622](#)
[3\) HYR Exhibit A Property Map 220405-signedTK](#)
- 77 - 84
- c. Courthouse Anchor Easement (discussion and possible action)
[1\) Res 2022- Authorizing Xcel Energy Electrical Overhead Distribution Easement 4th and Main](#)
[2\) Electrical OH Distribution Easement courthouse](#)
[3\) Compensation Worksheet Courthouse](#)

13. LAND, WATER, AND FOREST RESOURCES COMMITTEE

- 85 - 96
- a. Chair Report
 - b. OTC Land Sale (discussion and possible action)
 - [1\) OTC Land Sale - Tax ID 1282 - Town of Bass Lake #002-145-15-2900](#)
 - [2\) OTC Land Sale - Tax ID 1278 - Town of Bass Lake #002-145-15-2300](#)
 - [1\) OTC Land Sale - Tax ID 171 - Town of Bass Lake #002-103-24-1800](#)

14. HEALTH AND HUMAN SERVICES BOARD

- a. Chair Report

15. FINANCE COMMITTEE

- 97 - 98
- a. Chair Report
 - b. Resolution to Carryover Funds-Sheriff Dept. (discussion and possible action)
 - [Res 2022- Authorizing to Carryover Funds from the 2021 Sheriff Dept Budget to the 2022 Sheriff Dept Budget](#)
- 99 - 101
- c. Civil Air Patrol ARPA Funds Request (discussion and possible)
 - [2\) Resolution to Use ARPA Funds for Civil Air Patrol ARPA Request](#)

16. ECONOMIC DEVELOPMENT & UW EXTENSION COMMITTEE

- a. Chair Report

17. PERSONNEL POLICY UPDATES (DISCUSSION AND POSSIBLE ACTION)

- 102 - 111
- a. Personnel Policy Manual Proposed Updates (discussion and possible action)
 - [Personnel Policy Manual Updates - March 2022](#)

18. COUNTY ADMINISTRATOR'S REPORT

19. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS, OTHER MATTERS FOR DISCUSSION ONLY

DISCLAIMER:

Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer

County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

Mission Statement: *The Sawyer County Board of Supervisors will strive to provide excellent services and responsible leadership to protect and enhance Sawyer County citizens, businesses, and resources, while preserving our unique heritage.*

**Minutes of the April 19th Organizational meeting of the Sawyer County
Board of Supervisors
Large Courtroom; Sawyer County Courthouse/Virtual**



Voting Committee Members

Present (X)	District	Wards
☒ Dale Schleeter	01	T Lenroot W-1, T Hayward W-7, C Hayward W-5
☒ Jesse Boettcher	02	T Lenroot W-2, T Round Lake W-1
☒ Tweed Shuman	03	T Hayward W-1 & 2
☒ Stacey Hessel	04	T Hayward W-3 & 4
☒ Jason Weaver	05	T Hayward W-5 & 6
☐ Marc D. Helwig	06	C Hayward W-1 & 2
☒ Thomas W. Duffy	07	C Hayward W-3 & 4
☐ Michael Maestri	08	T Bass Lake W-1 & 2
☒ Brian Bisonette	09	T Bass Lake W-3 & 4
☒ Marshal Savitski	10	T Sand Lake, T Edgewater W-1
☒ Chris Rusk	11	T Edgewater W-2, T Bass Lake W-5, T Hayward W-8, T Meteor, T Couderay, V Couderay
☒ John Righeimer	12	T Spider Lake, T Round Lake W-2, T Winter W-1
☒ Ron Kinsley	13	T Hunter, T Radisson W-1, T-Ojibwa W-1, V Radisson
☒ Ron Buckholtz	14	T Radisson W-2, T Ojibwa W-2, T Weirgor, V Exeland, T Meadowbrook
☒ Ed Peters	15	T Winter W-2, T Draper, V Winter

Call to Order/Pledge of Allegiance— Chair Tweed Shuman called the meeting to order at 6:30 pm. Roll call was taken; quorum was met.

Certification of Compliance with the open meeting law was met.

Oath of Office – Honorable Judge Yackel presided over the Oath of Office.

Moment of Silence – The Board of Supervisors requested a moment of silence in to recognize past board member and board chair, Hal Helwig.

Election of Officers –

Election of Chair – Stacey Hessel nominated Ron Kinsley; Ron Buckholtz nominated Tweed Shuman. After counting secret ballots, the vote resulted in 7 to 6 in favor of Tweed Shuman.

Election of Vice Chair – Tom Duffy nominated Ron Buckholtz ; Stacey Hessel nominated Jesse Boettcher; Ron Kinsley nominated Dale Schleeter. After counting secret ballots, Ron Buckholtz received 5 votes, Dale Schleeter 4 votes, and Jesse Boettcher 4 votes. A vote was taken between the two tied candidates resulting in Dale Schleeter receiving 7 votes and Jesse Boettcher receiving 6. A final vote was taken between candidates Schleeter and Buckholtz resulting in a vote of Ron Buckholtz receiving 7 votes and Dale Schleeter receiving 6 votes.

Public Comments – Sheriff Mrotek

Consider Approval of Minutes – A motion was made by Mr. Kinsley; second by Mr. Peters to approve the minutes of the March 17, 2022 minutes. Motion carried without negative vote. A motion was made by Mr. Buckholtz; second by Mr. Schleeter to approve the minutes of the March 31 Special Board meeting. Motion carried without negative vote.

Board of Supervisors Welcome & Procedures – Clerk Fitch reviewed the slide presentation summarizing key Board Plans & Policies. Additional Training from WCA will be held sometime in the near future.

Correspondence, Reports from Conferences and Meetings, Other Matters for Discussion --

Meeting Date/Time – The next meeting of the County Board of Supervisors will be Thursday, April 21, at 6:30 pm in the Large Courtroom.

Meeting adjourned at 7:05 pm
Minutes recorded by Lynn Fitch, County Clerk

DRAFT

Sawyer County Board of Supervisors
Policy and Procedure Manual



Adopted June 16, 2016

Approved April 2018

Approved May 2018

Approved July 2018

March 21, 2019

- Added Part I Section C. 3.

Approved April 21, 2020

Amended February 18, 2021

- Added Mission Statement; Amend Rule 1(3);
Amend Rule 2(9) and 2(10); Add Part I, No.'s 21-22

Amended March 16, 2021

- Added Appendix A and identified Appendix B

Table of Contents

Mission Statement

Self-Organization

Governing Rules of the County Board

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Committees, Boards and Commissions

Open and Closed Meetings

Public Records not drafted

Code of Ethics

Mission Statement: The Sawyer County Board of Supervisors will strive to provide excellent services and responsible leadership to protect and enhance Sawyer County citizens, businesses, and resources, while preserving our unique heritage.

Sawyer County, Wisconsin Self-Organized County

Section A: Authority.

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

Section B: Title.

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

Section C: General Provisions.

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

Section D: Conflicting Ordinances.

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

Section E: Severability.

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

Section F: Effective Date

This ordinance shall take effect upon passage and publication as provided by law.

Sawyer County Board of Supervisors Governing Rules of the County Board

Role of a County Board Member

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

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

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

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

Rule 1: Board Members

1. The County Board shall consist of fifteen (15) board districts.
2. Board Members shall serve a two-year term beginning and expiring at the convening of the organizational meeting on the third Tuesday in April in the even numbered years.
3. If a vacancy occurs on the Board, the Chair shall, within 30 days of the vacancy, appoint a person who is a qualified elector and resident of the Board district to fill the vacancy subject to confirmation by majority vote of those Board members voting. The appointed person shall serve for the unexpired portion of the term to which the person is appointed. In the event a successor is appointed prior to April 1st of the year preceding the next scheduled County Board Supervisor election, the Board shall order a special election to fill the vacancy, and the person appointed shall serve until their successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term. Vacancy occurs upon the death of an incumbent, written resignation, removal or ceasing to be a resident of the district or for any other reason set forth in state statute.
4. No county officer or employee is eligible to hold the office of County Board Supervisor, but a

- Supervisor may be a member of a town board, city council or village board of trustees.
5. The Chair and Vice Chair may be removed by a majority vote of those members voting.

Rule 2: Meetings and Quorum

1. The Annual Meeting of the County Board will be on the Tuesday after the second Monday in November, unless that date falls on November 11 in which case the meeting will be held the following day.
2. The Organizational Meeting of the County Board will be on the third Tuesday in April and the November meeting will be on the first Tuesday after the second Monday. Other regular meetings of the County Board shall be on the third Thursday of each month starting at 6:30 pm. Such meeting dates and times may be changed by a majority vote of the county board.
3. A special meeting, which is not an emergency meeting, may be called by a written request of a majority of board members by delivering such request to the County Clerk. The special meeting will be held within seven calendar days from the delivery of the request.
4. A special meeting may be called in the event of an emergency. Upon determining that an emergency exists, the Chair may call an emergency meeting in any manner reasonably designed to give notice to supervisors and the public including by electronic means. Notice must precede meeting time by at least two hours. An emergency is defined as a situation which requires immediate Board action without which the county government or its citizens will suffer risk of physical, financial, or other harm.
5. In the event of inclement weather, the Chair may cancel a meeting at least three hours before the meeting. Any meeting so cancelled shall be held within the next succeeding week.
6. Board members not able to attend a Board Meeting shall contact the Chair, County Administrator or County Clerk before the meeting giving an explanation for the anticipated absence. The Board Member will be entered in the Board minutes as excused.
7. A majority of Board Members who are entitled to a seat shall constitute a quorum.
8. The County Board Chair may authorize a meeting to be held virtually if deemed necessary. Said meeting would be subject to Wisconsin Open meeting law.
9. If a quorum of the Board is physically or virtually present at the meeting, a majority of the Board may allow a Board member to attend a meeting through a virtual meeting platform, telephone conference call, or other electronic means that is deemed acceptable.
10. Board members cannot attend more than three County Board meetings per year by virtual means. Note: This Rule 2(10) shall be suspended until July 1, 2021.

Rule 3: Organizational Meeting

1. At its Organizational Meeting, the Board shall elect a Chair and Vice Chair.
2. Following nominations (including self-nominations), which need not be seconded, each nominee may address the board for three minutes.
3. Secret ballots will be used to elect the Chair and Vice Chair by separate votes for each. Only persons nominated may be voted for.
4. A person receiving a majority vote of Members entitled to a seat shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.

Rule 4: Chairperson Powers and Duties

1. The Chair, or in their absence, the Vice Chair shall call the meeting to order and preside over the meeting.
2. In the absence of the Chair and Vice Chair, the County Clerk will preside until the Board elects a Chair Pro-Tem.
3. If the office of the Chair is vacated, new elections for Chair and Vice Chair will be held. Following nominations, which need not be seconded, each nominee may address the Board for three minutes. Secret ballot will be used to elect the Chair and Vice Chair by separate votes for each. Only persons nominated shall be voted for. A person receiving a majority of votes cast on the primary ballot shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.
4. The Chair shall preserve the order of the Board and decide the questions of order and procedure subject to an appeal to the Board. The Chair will ensure the Board and individual Board Members act consistent with the rules of order. The Chair shall preside at Board Meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership. Board deliberations will be fair, open and thorough, with all Members wishing to speak given a chance to do so.
5. The Chair, working with the County Administrator, will be responsible for the preparation of the written agenda. The Board agenda, related resolutions, ordinances and other attachments and minutes from the preceding meeting will be distributed to the board members at least five calendar days before the scheduled board meeting.
6. The Chair can be a member of standing committees and will be an ex officio member of all other committees of the County Board.
7. The Chair shall have the power to vote at committee meetings when requested by that committee chair to fill a position caused by the absence of a Member of that committee.
8. The Chair shall appoint all Members of the standing committees of the Board with approval by the majority of the Board so voting, with the exception of elected committees. The full Board shall elect by a majority of those voting, members of the elected committees.
9. The Chair shall remove appointed committee members with approval by majority of those Board Members voting. The full Board can replace a member of elected committees by a majority of those Board Members voting. The Chair shall be entitled to vote on all questions coming before the Board. The Chair shall sign all ordinances and resolutions approved by the County Board and where required to do so by Board action counter sign orders, contracts, and the like. The Chair shall transact all necessary County Board business with others and represent Sawyer County at legislative hearings, conventions or other matters pertaining to the county. The Chair may delegate to department heads, County Administrator, other elected and appointed officers and other Board Members such roles and responsibilities.

Rule 5: Order of Business

1. Organizational Meeting
 - Call to order
 - Administration of oath of office
 - Roll call by the County Clerk
 - Pledge of allegiance
 - Certification of compliance with the open meeting law
 - Approval of agenda

- Approval of minutes of last meeting
 - Election of Chairperson and Vice Chairperson
 - Adoption of Rules of Order
 - Election of members of the committee which has jurisdiction over the Highway Department
 - Follow order of business as established for other meetings
2. Other meetings
- Call to order
 - Roll call by County Clerk
 - Pledge of allegiance
 - Certification of compliance with the open meetings law
 - Approval of agenda
 - Public comment See Rule 8
 - Approval of minutes of last meeting
 - Presentations when appropriate
 - Public hearing when needed
 - Committee reports, resolutions and ordinances
 - Election and appointments as needed
 - Correspondence, reports from conferences and meetings, other matters for discussion
 - Adjourn

Rule 6: Resolutions and Ordinances

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

Rule 7 Voting and Procedure

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

4. Any Board Member can request a roll call vote. Whenever there is a roll call vote, the County Clerk shall call the roll by name. The County Clerk shall take roll call votes in rotating fashion.
5. No vote shall be taken on any orally presented motion or amendment to a resolution or ordinance until the County Clerk has written it out in full and read it back to the Board.
6. When a motion is made and seconded, it shall be stated by the Chair or designee prior to debate (except for motions to adjourn, postpone, table or commit). Thereafter, it is in the possession of the Board for debate. If agreed to by all the sponsors, the motion may be withdrawn at any time before amendment or decision. If withdrawn, it shall not be entered into the minutes.
7. Each Board Member will be allotted two opportunities to speak on an action being discussed by the Board.
8. If a motion before the Board contains several points, any Member may have it divided so that each point may be voted upon separately.
9. Any Member wanting to terminate the debate may call for the previous question ("call the question"). The Chair will ask if there is an objection to closing debate. If a Member objects to calling the question, the Chair may call for a motion to end debate. If the motion is made and seconded, the Chair should immediately call for a vote on the motion to close debate. Such a motion requires a two-thirds vote of Members attending to pass.
10. Once debate on a motion has begun, no other motions are permitted except the following, all of which need a second:

	<u>Debatable</u>	Votes to <u>Pass</u>
To adjourn	No	Majority
To table	No	Majority
Call the question	No	2/3rds
Postpone to certain day	Yes	Majority
To refer to a committee	Yes	Majority
To amend	Yes	Majority
To postpone indefinitely	Yes	Majority
To consider	Yes	Majority
Majority shall mean the majority of those voting.		
Two-thirds shall mean two-thirds of members voting.		

See appendix A for a more complete list of resolutions requiring a supermajority vote of the Board.

11. A motion to adjourn or to table does not authorize a Member to move for adjournment or to table when another Member has the floor or when the Board is voting.
12. All motions amending or changing the current year budget as approved by the Board shall clearly state the reason for the amendment or change, the dollar amounts involved and the source of funding. Such motions require a two-thirds vote of the board membership to pass (10). Voting shall be by roll call.
13. It is in order for a Member who voted on the prevailing side, or a member excused from the previous board meeting, to move for reconsideration of the vote on any question in the same or next regular meeting of the Board.
14. If the Chair is participating in debate, the Chair shall upon the request of any Member, relinquish the gavel to the Vice Chair who shall not participate in the debate.
15. Other than election of Board officers, all votes will be public by voice (ayes and nays), show of hands, paper if the Board Members name is on the ballot, or by electronic voting if implemented.
16. All Members are required to vote unless there is a conflict or excused by the Chair.

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

Rule 8: Public Participation in Board Meetings

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

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

Rule 10: Suspension of the Rules

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

Sawyer County Board of Supervisors Board Compensation

Section A: Per Diem

1. Compensation of County Board Members shall be determined by the County Board at or before its annual meeting in odd numbered years by a two-thirds vote of members entitled to a seat, fix the compensation of the board members to be next elected. Compensation will be paid to committee members, a substitute for an absent committee member, or if requested to attend the committee meeting by the committee chair or Board Chair.
 - a. All Board and County Board committee meetings.
 - b. Meetings of other entities or committees to which the board member has been appointed.
 - c. Formally scheduled meetings such as the interviewing candidates to fill an open position or to provide guidance.
2. Travel time is not counted as meeting time except to attend the Wisconsin Counties Convention, other conventions and training sessions that involves a significant commute. Per diem / compensation will be calculated as in Section A 1. Above.

Section B: Mileage and Other Travel Expenses

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

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

Section C: Board Chairperson Compensation

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

Section D: Change in Board Compensation

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

Sawyer County Board of Supervisors Committees, Boards and Commissions

Part I Standing and Ad hoc Committees of the Board

Section A: General Rules for All Committees

1. At its first meeting, a committee shall elect a chair and a vice chair. Following nominations, which need not be seconded each nominee may address the committee for three minutes. Secret ballots will be used to elect the committee chair and vice chair by separate votes on each. Only persons nominated may be voted for. A person receiving a majority vote of Members entitled to a seat shall be declared elected. If no majority is reached, balloting shall continue, including all nominees, until a majority is reached.
2. When approved by the County Clerk, the committee may appoint a recording secretary. The recording secretary shall submit all agendas, minutes, and other records of all committee meetings to the County Clerk.
3. The committee chair, or in their absence, the vice chair shall call the meeting to order and preside over the meeting following the order of business as prescribed in Board Rule 5.
4. If the office of committee chair is vacated a new committee chair and vice chair will be elected as in item 1 above.
5. If the committee does not have a quorum, the meeting can take place for discussion only or the chair of the committee can reschedule the meeting. If a makeup meeting is to be scheduled, the time required to properly notice the meeting should be considered when setting the new meeting date.
6. Board Rule 7 shall apply to committee meetings.
7. No board member may serve on more than three standing committees nor less than two standing committees unless the board member requests to be on fewer than two.
8. Ex officio members are excluded from the quorum count, unless a quorum would not otherwise be present, in which case ex officio members or other County Board Members shall be deemed regular members.
9. Each committee shall approve goals and objectives for all programs and activities of the departments the committee oversees.
10. After approval by the Board as to purpose and members, each committee may create ad hoc subcommittees.
11. The committee chair working with the County Administrator will be responsible for the preparation of the written agenda. The agenda, related resolutions, ordinances and other attachments and minutes from the preceding meeting will be distributed to the committee members at least five calendar days before the scheduled meeting. In rare instances it may be necessary to add items to the committee agenda subsequent to the agenda being distributed. In such case, the documentation concerning that agenda item will be distributed to committee members as soon as possible.
12. The County Clerk is responsible for publishing committee agendas and proceedings in compliance with the open meeting policy.
13. Board Members not on the committee will be considered as part of the public and have the right to speak when called on by the committee chair. If the Board Member is attending at the

invitation of the committee chair, they may participate in the discussion on the relative agenda item.

14. Each committee shall act on all resolutions and ordinances which come before it that affect any department or agency that reports to it.
15. Resolution and ordinances presented for consideration at any meeting must be in writing. If approved by the committee, to be forwarded to the County Board they should bear the signatures of committee members voting for the resolution or ordinance.
16. Approved resolutions and ordinances must be forwarded to the County Administrator within two days of the committee meeting.
17. The chair of each committee shall present that committee's resolutions and ordinances to the Board.
18. Members of the public will be given the opportunity to address the Board during public comment for items not on the agenda, or at the time of consideration for items on the agenda. The committee chair will call on the member of the public at the appropriate time. The committee chair has the discretion to limit the amount of time each person may speak and the total amount of time devoted to public comment.
19. A member with a conflict shall not vote and prior to the matter being debated, seek authority from the chair (vice chair in the case of the committee chair) to abstain. It is the State Attorney General's opinion that such member shall leave the meeting room during debate and voting.
20. A committee chair may authorize a meeting to be held through a virtual meeting platform, telephone conference call, or other electronic means if deemed necessary in the chair's discretion.
21. If a quorum of a committee is physically or virtually present at the meeting, the committee chair may allow a committee member to attend a meeting through a virtual meeting platform, telephone conference call, or other electronic means that is deemed acceptable in the committee chair's discretion.
22. Committee members cannot attend more than three committee meetings per year by this means. Note: This Part I, Section A No. 22 shall be suspended until July 1, 2021.

Section B: Standing Committees

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

- g. Zoning Committee consisting of five appointed members.
- h. Finance Committee consisting of five appointed members.

Roles and responsibilities of the standing committees are as follows:

This section will be drafted by the standing committees and approved by the majority of board members voting.

Part I Section C. 3. Land, Water, Forestry, Surveyor, Land Records and Register of Deeds

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

Composition: Six members appointed by the Chair with approval of the board.

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

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

Primary Responsibilities:

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

Section C Ad Hoc Committees

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

Part II Boards, Commission and other Committees

Section A: Other Boards and Commissions

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

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

Sawyer County Board Open/Closed Meetings

Section A: Policy

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

1. The Board of Supervisors, committees, boards and commissions shall comply with the Open Meeting Law. Every meeting shall be preceded by a public notice. Discussion shall be held and action shall be initiated, deliberated upon and acted upon only in open session.
2. Every public notice of a meeting of board meeting, standing or ad hoc committees shall set forth the time, date, place and subject matter of the meeting, including the intended consideration at any contemplated closed session. The notice must be in enough detail so that it is reasonably clear to members of the public and the news media the business to be transacted. Public notice of every meeting shall be given at least 24 hours prior to commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case shorted notice can be given, but no less than 2 hours prior to the meeting. The "good cause" provision should be used sparingly and only when truly necessary.

Section B: Closed Session

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

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

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

1. Deliberating after any judicial or quasi-judicial trial or hearing.
2. Considering dismissal, demotion, licensing, or discipline of any county employee, unless an open session is requested by the person charged or otherwise under discussion.
3. Considering employment, promotion, and compensation or performance evaluation of any county employee.
4. Considering strategy for crime detection or prevention.

5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session.
6. Considering financial, medical, social or personal histories or disciplinary action of specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of such person.
7. Conferring with county legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation.
8. Consideration of requests for confidential written advice from the government accountability board or from any county or municipal ethics board.

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

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

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

APPENDIX A

Supermajority Votes of the County Board

Copied on 3/16/21 from: <https://localgovernment.extension.wisc.edu/counties-in-wisconsin/>

In most cases, adoption of a motion on the floor of the county board requires a simple majority vote, i.e. more than half. From time to time, though, state statutes and parliamentary authorities subject the county board to a higher threshold. Rather than a simple majority, these motions require at least a two-thirds (2/3) vote or even a three-fourths (3/4) vote for approval.

The following tables list the actions requiring a supermajority vote. There is no attempt to describe any procedures that need to be followed prior to these actions being taken. It often takes more than simply adopting a motion at a county board meeting for board action to be legal. For example, while it is true that the vote requirement for removing certain county officers is two-thirds, the board would first need to comply with section 17.16 of the Wisconsin statutes which contains the procedures that must be followed.

Motion before the County Board	Statute	Vote Required
Removal from office of the county clerk, county treasurer, county surveyor, or county board supervisor	17.09(1)	Not less than 2/3 of all supervisors entitled to a seat on the county board.
Removal from office of county officers appointed by the county board.	17.10(2)	Not less than 2/3 of the supervisors entitled to seats on the county board.
Make application to withdraw land from county forest program Also, if application is denied county board may appeal to a review committee. And, if application is approved, county board must approve resolution to withdraw the land.	28.11(11)(a)1 28.11(11)(a)4 28.11(11)(a)6	Not less than 2/3 of county board membership. Not less than 2/3 of county board membership. Not less than 2/3 of county board membership.
Financing harbor improvements..... assume the obligation of paying the principal and interest of such evidences of indebtedness as are then outstanding.	30.34(3)(b)	Not less than 2/3 of county board membership.
Withdrawal from a public library system.	43.18(1)(am)	Not less than 2/3 of county board membership.
Removal for misconduct or neglect of a trustee of a county institution.	46.18(3)	Not less than 2/3 of county board membership.
Removal of a county social services board member appointed by the county board.	46.22(1m)(c)2	Not less than 2/3 of county board membership.
Removal of a member of a county human services board.	46.23(4)(c)1	Not less than 2/3 of county board membership.

Motion before the County Board	Statute	Vote Required
Removal of a member of a county community programs board.	51.42(4)(a)1.a	Not less than 2/3 of county board membership.
Removal of a member of a county developmental disabilities services board.	51.437(7)(a)1	Not less than 2/3 of appointing authority.
Fix the compensation of the board members to be next elected.	59.10(3)(f)	Not less than 2/3 of county board membership.
Override a veto of the county executive.	59.17(6)	Not less than 2/3 of the members-elect of the board.
Discontinue furnishing abstracts.	59.44(5)	Not less than 2/3 of county board membership.
Purchase membership in an association of county boards.	59.52(22)	Not less than 2/3 vote.
Authorization to take certain actions related to public transit in counties.	59.58(3)(i)	Not less than 2/3 vote of county board membership
Amending a zoning ordinance in an airport affected area.	59.69(5)(e)5m	Not less than 2/3 of the members of the board present and voting.
Removal of a member of a solid waste management board.	59.70(2)	Not less than 2/3 vote of the appointing authority.
Changes or amendments to a previously adopted budget.	65.90(5)(a)	Not less than 2/3 of county board membership.
Withdrawal from a regional planning commission.	66.0309(16)	Not less than 2/3 vote of the members elect.
Authorization to expend in excess of funds available or appropriated.	66.0607(7)	Not less than 2/3 of county board membership.
Relief from conditions of gifts and dedications.	66.1025(1)	Not less than 2/3 vote of the members elect.
Declaration as premier resort area.	66.1113(2)(a)	Not less than 2/3 of the members of the county board who are present when the vote is taken.
Motions requiring a 3/4s vote		
Change in restricted use of land.	27.065(15)	Not less than 3/4 of the county board.
Financing harbor improvements through bonds or notes.	30.35(1)	Not less than 3/4 of the county board.
Amendment or repeal of previously adopted ordinance related to fixing the number of deputy sheriffs and their salaries	59.26(8)(d)	Not less than 3/4 of the members elect.
Bypassing bidding requirements for certain public works projects done directly by the county.	59.52(29)(a)	Not less than 3/4 of the county board.
When protest filed against a proposed zoning ordinance amendment.	59.69(5)(e)5g	Not less than 3/4 of the members present and voting.
One of the ways that a county can meet the conditions to issue debt	67.045(1)(f)	Not less than 3/4 of the members elect

This table includes some of the common motions under Robert's Rules of order, Newly Revised that require more than a majority for approval.

Motion before the County Board	Robert's Rules of Order	Vote Required
Limit or extend the limits of debate on a pending question	Chapter 15	2/3 of members voting
Limit or extend the limits of debate for the duration of the meeting.	Chapter 15	2/3 of members voting
Objection to consideration of a question	Chapter 26	2/3 of members voting
Previous question (end debate and vote on the pending question)	Chapter 16	2/3 of members voting
Suspend the rules	Chapter 25	2/3 of members voting

Compiled by Dan Hill, Local Government Specialist.
Reviewed by Philip Freeburg, Local Government Law Educator.

Appendix B

Sawyer County Board of Supervisors

Code of Ethics

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

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

Generally, a conflict of interest may occur if:

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

Although each circumstance will be different, some examples of conflict of interests include:

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

Real or potential conflicts of interest should be disclosed to the Ethics Board. When deciding what kind of relationships should be disclosed consider the situation from the perspective of an outsider and

whether the relationship is of such a nature that it could raise an allegation of an apparent or actual conflict of interest. When making the decision about disclosure, err on the side of transparency. This will alleviate or avoid future misunderstandings.

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

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

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

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

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

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

Appendix B (continued)

**Sawyer County
Board of Supervisors Conflict of Interest Statement**

I have read the Code of Ethics in the Sawyer County Board of Supervisors Policy and Procedure Manual and make the following statement:

☐ I do not have any actual or what may be perceived as conflicts of interest.

OR

☐ I have the following potential, actual or perceived, conflict(s) of interests where there is the potential for items coming before the Board for a vote.

Name (Please Print) _____

Signature _____ Date _____

83.015 County highway committee.

(1) ELECTION; COMPENSATION; TERM.

- (a) Except as otherwise provided in par. (c) each county board at the annual meeting shall by ballot elect a committee of not less than 3 nor more than 5 persons, to serve for one year, beginning either as soon as elected or on January 1 following their election, as designated by the county board, and until their successors are elected. Any vacancy in the committee may be filled until the next meeting of the county board by appointment made by the chairperson of the board. The committee shall be known as the "county highway committee", and shall be the only committee representing the county in the expenditure of county funds in constructing or maintaining, or aiding in constructing or maintaining highways.
- (b) The members of the county highway committee shall be reimbursed for their necessary expenses incurred in the performance of their duties, and shall be paid the same per diem for time necessarily spent in the performance of their duties as is paid to members of other county board committees, not, however, exceeding \$500 for per diem, in addition to necessary expenses, to any member in any year. A different amount may be fixed as a maximum by the county board.
- (c) Notwithstanding par. (a), each county board may fix the number of members on the county highway committee, the membership, manner of appointment, method of filling vacancies and the terms of the members.
- (d) The town chairperson of each town in which county aid construction is performed shall be a member of the county highway committee, or shall act with such committee, on all matters affecting such construction in the town, if the town has voted a portion of the cost thereof.

(2) POWERS AND DUTIES.

- (a) Except as provided under par. (b), the county highway committee shall purchase and sell county road machinery as authorized by the county board, determine whether each piece of county aid construction shall be let by contract or shall be done by day labor, enter into contracts in the name of the county, and make necessary arrangements for the proper prosecution of the construction and maintenance of highways provided for by the county board, enter private lands with their employees to remove weeds and brush and erect or remove fences that are necessary to keep highways open for travel during the winter, direct the expenditure of highway maintenance funds received from the state or provided by county tax, meet from time to time at the county seat to audit all payrolls and material claims and vouchers resulting from the construction of highways and perform other duties imposed by law or by the county board.
- (b) In any county with a highway commissioner appointed under s. 83.01 (1) (b) or (c), the county highway committee shall be only a policy-making body determining the broad outlines and principles governing administration and the county highway commissioner shall have the administrative powers and duties prescribed for the county highway committee under par. (a), sub. (3) (a) and ss. 27.065 (4) (b) and (13), 32.05 (1) (a), 82.08, 83.01 (6), 83.013, 83.018, 83.025 (1) and (3), 83.026, 83.035, 83.04, 83.05 (1), 83.07 to 83.09, 83.12, 83.14 (6), 83.17, 83.18, 83.42 (3) and (4), 84.01 (5), 84.06 (3), 84.07 (1) and (2), 84.09 (1), (3) (a) to (c) and (4), 84.10 (1), 86.04 (1) and (2), 86.07 (2) (a), 86.19 (3), 86.34 (1m), 114.33 (5), 349.07 (2), 349.11 (4) and (10) and 349.15 (2). No statutory power, duty or function specified elsewhere for the county highway commissioner may be deemed impliedly repealed for the sole reason that reference to it has been omitted in this paragraph.

(3) COST ACCOUNTING SYSTEM.

- (a) Each county board, except in counties of a population of 750,000 or over, shall provide for and require the county highway committee and county highway department to use the system of cost accounting devised by the department of revenue.
- (b) Any variations, adjustments, corrections and revisions in the system shall be made annually so as to be effective on January 1 of each year following the proposed change.
- (c) Any changes so proposed in order to become effective shall be mutually agreed upon by the department and a majority of the county highway departments of the state.
- (d) The department may insist on the adoption of the uniform system in any county before entering into agreements with such county for the maintenance of state trunk highways.

History: 1971 c. 211 s. 124; 1977 c. 29 ss. 915, 1654 (8) (c); 1979 c. 110, 147; 1985 a. 29; 1985 a. 223 ss. 2, 5; 1987 a. 27; 1989 a. 56 s. 258; 1997 a. 27; 2003 a. 214; 2013 a. 20; 2015 a. 231; 2017 a. 207 s. 5.

Policy Change: remove this bullet point in Rule 5 –

Rule 5: Order of Business

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

And let Section B: Standing Committee rules supersede in this process –

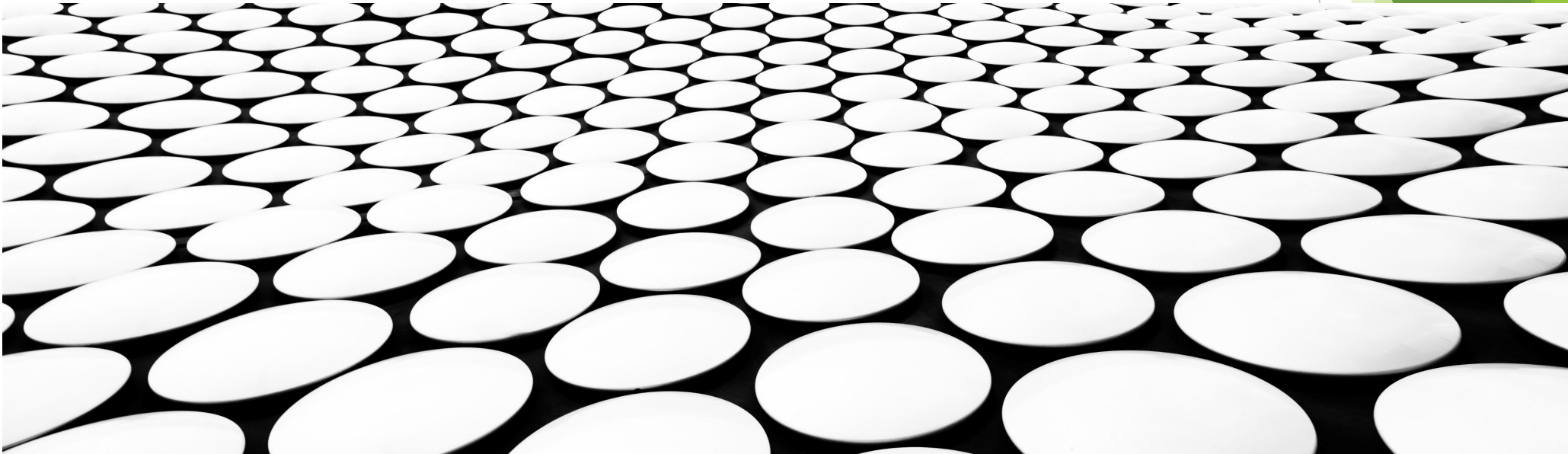
Section B: Standing Committees

1. Except for the Health and Human Services committee, Members shall be appointed for two-year terms by the Chair after spring election, and prior to the May meeting. The Chair's appointment shall be confirmed by a majority of the Board voting. The standing committees are:

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

Sawyer County Standing Committee Appointments

Section B: Standing Committees: Except for the Health and Human Services committee, Members shall be appointed for two-year terms by the Chair after spring election, and prior to the May meeting. The Chair's appointment shall be confirmed by a majority of the Board voting.



Board Member	Standing Committees	Ad-Hoc or Sub-Committee
Boettcher	3	2
Helwig	3	2
Shuman	2	3
Schleeter	3	3
Buckholtz	3	2
Kinsley	3	3
Righeimer	3 (1 being an alternate)	2
Duffy	3	2
Hessel	3	3
Weaver	2	2
Rusk	3	2
Maestri	2	2
Savitski	2	3
Peters	3	3
Bisonette	3	0

Standing Committees

Administration

Chair, Vice Chair + 3 members

1. Tweed Shuman
2. Ron Buckholtz
3. Dale Schleeter
4. Ron Kinsley
5. Tom Duffy

Finance

5 appointed members

1. Tom Duffy
2. Stacey Hessel
3. Ron Kinsley
4. John Righeimer
5. Dale Schleeter

Standing Committees continued

Public Safety

5 appointed members

1. Ron Buckholtz
2. Ed Peters
3. Jason Weaver
4. Marc Helwig
5. Marshal Savitski

Zoning Committee

5 appointed members

1. Ron Buckholtz
2. Stacey Hessel
3. Jesse Boettcher
4. Tweed Shuman
5. Michael Maestri
6. Alternate - John Righeimer

Standing Committees continued

Land, Water, Forest Resource

5 appointed members

1. Ed Peters
2. Jesse Boettcher
3. Jason Weaver
4. Marc Helwig
5. Brian Bisonette
6. Kevin Sheptick (community appt.)

Economic Development-UWEX

5 appointed members

1. Stacey Hessel
2. John Righeimer
3. Tom Duffy
4. Brian Bisonette
5. Chris Rusk

Standing Committees continued

Public Works

5 appointed members

1. Ron Kinsley
2. Ed Peters
3. Chris Rusk
4. Marc Helwig
5. Brian Bisonette

Standing Committees continued

Health & Human Services Board

5 appointed members (2-yr terms)

1. Jesse Boettcher
2. Marshal Savitski
3. Dale Schleeter
4. Michael Maestri
5. Chris Rusk

Community Member Appointments

4 appointed community members
(3-yr terms)

1. Lorraine Gouge
2. Carol Pearson
3. Dr. Sabrina Dunlap
4. Dawn Petit

Ad-Hoc and Sub-Committees

- ▶ Aging & Disability Resource Center
 - ▶ Ron Kinsley
- ▶ American Birkebeiner
 - ▶ Tom Duffy
- ▶ Criminal Justice Coordinating Council
 - ▶ Marshal Savitski
 - ▶ Marc Helwig

- ▶ Ethics Board
 - ▶ Tom Duffy
 - ▶ Jesse Boettcher
 - ▶ Tweed Shuman
 - ▶ Shirley Armstrong (community member)
 - ▶ Marvin Mullet (community member)
- ▶ Hayward Lakes Vacation & Visitors Bureau
 - ▶ Stacey Hessel
 - ▶ Kathy LaReau (community member)
- ▶ Indianhead Community Action Agency
 - ▶ Dale Schleeter
- ▶ ITBEC
 - ▶ Tweed Shuman
 - ▶ Sherry Beckman (community member)

Ad-Hoc and Sub-Committees Continued

- ▶ LCO Library Board
 - ▶ Jason Weaver
- ▶ Local Emergency Planning Comm (LEPC)
 - ▶ Marshal Savitski
- ▶ Northern Regional Trail Comm (NoRTAC)
 - ▶ Jason Weaver
- ▶ Northern Water Library Service
 - ▶ John Righeimer
- ▶ Northwest Regional Community Dev. Block Grant Housing Program
 - ▶ Chris Rusk
- ▶ Northwest Regional Planning Commission
 - ▶ Tweed Shuman
 - ▶ Ron Kinsley (Alternate)
- ▶ Northwest Wisconsin CEP
 - ▶ Michael Maestri
- ▶ Sawyer County & LCO Transit Commission
 - ▶ Ron Buckholtz
 - ▶ Marc Helwig
 - ▶ Ed Peters

Ad-Hoc and Sub-Committees Continued

- ▶ Sawyer County Fair Representative
 - ▶ Ron Kinsley
- ▶ Sawyer County Housing Authority
 - ▶ Michael Maestri
 - ▶ Chris Rusk
- ▶ Sawyer County/LCO Economic Dev. Corp.
 - ▶ Stacey Hessel
 - ▶ Ed Peters
- ▶ Senior Resource Center
 - ▶ Dale Schleeter
 - ▶ Ed Peters
- ▶ Traffic Safety Committee
 - ▶ Marshal Savitski
- ▶ Weiss Community Library Board
 - ▶ Jesse Boettcher
- ▶ Winter Library Board
 - ▶ Ron Buckholtz
- ▶ PACE
 - ▶ Stacey Hessel

Ad-Hoc and Sub-Committees Continued

- ▶ Visions Northwest
 - ▶ John Righeimer
- ▶ Labor Negotiations
 - ▶ Tweed Shuman
 - ▶ Ron Buckholtz
- ▶ **Rule 4: Chairperson Powers and Duties**
 - ▶ 1. The Chair, or in their absence, the Vice Chair shall call the meeting to order and preside over the meeting.
 - ▶ 2. In the absence of the Chair and Vice Chair, the County Clerk will preside until the Board elects a Chair Pro-Tem.



Rezone Request STAFF REPORT FOR COUNTY BOARD

Prepared By: Jay Kozlowski, Sawyer County Zoning Administrator

File: # RZN 22-003 & RZN 22-004

Applicant:

Pinewood Properties LLC
15437 County Hwy B
Hayward, WI 54843
Owner/Operator: Adam Bodenschatz

Property Location & Legal Description:

Town of Bass Lake. Part N ½ Sec 4 Part Lot 1 CSM 16/41 #4022; S04, T40N, R09W; Parcel #002-940-04-2108; 73.18 Total Acres; Zoned Agricultural One (A-1) and Commercial One (C-1). Property located at 15968W Fun Valley Road

Town of Hayward. Part of the NE ¼ of the SE ¼, NW ¼ of the SE ¼, SW ¼ of the SE ¼ and the SE ¼ of the SE ¼; Part Lot 1 CSM 16/41 #4022; S33, T 41N, R09W; Parcel #010-941-33-4107; 87.89 Total Acres; Zoned Agricultural One (A-1).

Summary of Request: This staff report and discussion/action is a combined request for RZN 22-003 & 22-004. It makes sense to hold them in conjunction in that both would need County Board ratification of the zone district change in order to further proceed with the request. The reason they were initially set up as 2 separate cases is the nature of the larger tracts of land and that each request is unique to an individual Town. In that the whole request goes across 2 Town boundaries.

The purpose of request is to rezone all Agricultural One (A-1) upland area excepting the Commercial One (C-1) area of 5.5 acres and the combined Shoreland-Wetland (S-W) area of approximately 37.18 acres, leaving approximately 118.39 acres to be rezoned to Residential/Recreational Two (RR-2). Purpose of the rezone request to RR-2 is to then to operate a 197 site RV Park. All sites are Southeast of Spring Creek. Leaving a buffer of existing golf course holes around perimeter of property. The Commercial One (C-1) portions are excluded from this request and would including an existing lodge area.

The CUP requests were heard at Zoning Committee which included 22 unique conditions to be placed on the property which the owner/applicant has agreed too. One of those conditions is still final ratification of the zone district change. The actual parameters of the campground were further discussed as part of the CUP process.

Project History & Additional Information/details:

This property consists of the old Hayward National Golf Course. The golf course has been out of operation for approximately 9 years. A majority of the existing trees on the property have already been removed and the likelihood of this be converted back into a full golf course would be difficult in that the greens and fairways have been left to go to seed. In order for a golf course operation to occur here again it would need to be entirely reconstructed.

The nearest RR-2 zoned property in relation to this property is a 17.36 acre parcel immediately adjacent to the SW of this area in the Town of Bass Lake. There are also a few other smaller parcels on the corner of Fun Valley Road and State Hwy 27 that are zoned RR-2.

Even though this property is currently zoned A-1 according to the NRCS web soil survey the soils listed in this area would not be included as part of prime farm land or farmland of statewide importance. NRCS further lists these soils of having very severe limitations that reduce the choice of plants or that require very careful management, or both.

Previous requests for this type of campground operation have occurred twice in the last 2 years. In previous request the Rezones and CUPs were withdrawn before going to Zoning Committee as there had been a deed restriction document from an adjacent property owner that with the restriction in place this land could not be anything other than a golf course. That deed restriction has now been removed by Mr. Robert Gersbach.

The Town of Bass Lake shows this area as a generalized existing Parks and Recreation land use as per the Town's Comprehensive Plan with a future land use category described as Parks & Recreation. Per the Town of Bass Lake Comprehensive Plan existing land use under Parks and Recreation lands under privately owned lands may include: golf courses, campgrounds, marinas, shooting ranges, etc.

The Town of Hayward Comprehensive Plan 2018-2038 shows the future land use map category as "recreational commercial" The primary intent of this classification is to identify areas which provide private recreational activities through a commercial business or fraternal organization. As mapped, this designation may include hunting, fishing and sports clubs, campgrounds, golf courses, and other recreational facilities. According to the Town of Hayward Comprehensive Plan they state that there are presently three commercial recreational areas within the Town, including: the Big Fish Golf Course, Hayward Rod and Gun Club, and the Hayward Golf and Tennis Club. The Hayward National Golf Course was not listed in here but the future land use map shows the highlighted subject rezone property as being indicated for "recreational commercial"

The following policies shall apply if RCM developments are proposed:

1. Hunting, shooting, or archery uses shall be prohibited from locating within residential areas outlined within the Plan.
2. The Town shall require an amendment to the Future Land Use Map if and when a recreational commercial use is proposed.

3. Applications for the development of recreational commercial uses shall be approved as conditional uses under the regulations of the Sawyer County Zoning Code.

The existing surrounding use outside of this area is woodlands and medium density residential.

Zoning Committee Public Hearing & Town Board Information:

The Town of Hayward approved the rezone request on February 8th, 2022.

The Town of Bass Lake approved the rezone request on February 14th, 2022 with multiple findings of facts with the largest contributing factor being that “the rezone would be consistent with The Town of Bass Lake Comprehensive Plan Future Land Use Map.

There was total 51 opinion letters sent to property owners within 300’ for the Town of Bass Lake & Hayward. There was also multiple other letters submitted for those outside of 300’. This entire packet of responses was sent to the committee members to review. It was acknowledged that committee member’s read these responses and were incorporated into the record. This was a very contentious public hearing that lasted over 2 hours hearing testimony and discussion.

At the Sawyer County Zoning public hearing meeting on March 18th, 2022 it was recommended for approval to County Board by a vote of 3-2 with the findings of facts determined as:

- It would not destroy prime agricultural lands.
- It is consistent with the Town(s) Comprehensive Plan

Again, the CUP was also approved at the Zoning Committee Public Hearing with a vote of 3-2. There were 22 unique conditions that were laid out for the location/operation of a 197 unit RV Park that were discussed in great detail. One of these conditions include final ratification of the Zone District change to RR-2.

Rezone Application # 22-003
Town of Pass Lake
Sawyer County

Return Original

To: Sawyer County Zoning and Conservation
10610 Main Street, Suite 49
Hayward, WI 54843

Phone: 715-634-8288
E-mail: Kathy.marks@sawyercountygov.org

Owner: PineWood Properties LLC

Address: 15437 W County Rd. B Hayward, WI 54843

Phone: 715-638-2345 Email: bodie@cheque.net

Legacy PIN # 43495, 002940042108 Acreage: 73.18

Change from District A-1 to RR-2

Property Description: PRT FRAC N 1/2 Sec 4 PRT Lot 1 CSM 16/41 #4022

Purpose of Request: See Attached:

Adam Bodenschatz 122

***Please Print & Sign (Property Owner)**

The above hereby make application for a rezone. The above certify that the listed information and intentions are true and correct. The above person(s) hereby give permission for access to the property for onsite inspection by Municipal Officials.

Name, Address, Phone & Email of Agent:

Phone _____ Email: _____

Office Information: **Fee: \$400.00**
Rev. 1/2020

Date of Public Hearing _____



Rezone Application # 22-004
Town of Hayward
Sawyer County

Return Original

To: Sawyer County Zoning and Conservation
10610 Main Street, Suite 49
Hayward, WI 54843

Phone: 715-634-8288
E-mail: Kathy.marks@sawyercountygov.org

Owner: Pinewood Properties LLC

Address: 15437W County Rd. B Hayward, WI 54843
Phone: 715-638-2345 Email: bodie@cheqnet.net

Legacy PIN # 40192, 010941334107 Acreage: 87.89

Change from District A-1 to RR-2

Property Description: PRT NESE, NWSE, SWSE, SESE PRT Lot 1
CSM 16/41 # 4022

Purpose of Request: See Attached

Adam Bodenschatz 122
*Please Print & Sign (Property Owner)

The above hereby make application for a rezone. The above certify that the listed information and intentions are true and correct. The above person(s) hereby give permission for access to the property for onsite inspection by Municipal Officials.

Name, Address, Phone & Email of Agent:

Phone: _____ Email: _____

Office Information: Fee: \$400.00
Rev. 1/2020

Date of Public Hearing 2-18-22



Pinewood Properties LLC Rezone Town of Bass Lake

Purpose of request:

197 site RV park. All sites are SE of Spring Creek. Leaving a buffer of existing golf course holes around perimeter of property. The C-1 portions excluded from this request.

Pinewood Properties LLC Rezone Town of Hayward

Purpose of request:

197 s.k. RV park of which all sites
are SE of Spring Creek and North of the
township(s) section line. Leaving a buffer of
existing golf course holes around perimeter of
property.

Real Estate Sawyer County Property
Listing

Today's Date: 2/3/2022

Property Status: Current

Created On: 3/19/2019 9:34:55 AM

Description Updated: 3/20/2019

Tax ID:	43495
PIN:	57-002-2-40-09-04-2 01-000-000080
Legacy PIN:	002940042108
Map ID:	
Municipality:	(002) TOWN OF BASS LAKE
STR:	S04 T40N R09W
Description:	PRT FRAC N1/2 SEC 4 PRT LOT 1 CSM 16/41 #4022
Recorded Acres:	73.180
Lottery Claims:	0
First Dollar:	Yes
Waterbody:	Spring Creek
Zoning:	(A-1) Agricultural One (C-1) Commercial One
ESN:	406

Tax Districts Updated: 3/19/2019

1	State of Wisconsin
57	Sawyer County
002	Town of Bass Lake
572478	Hayward Community School District
001700	Technical College

Recorded Documents

Updated: 8/26/2021

WARRANTY DEED

Date
Recorded: 8/16/2021 **434013**

MAP OF SURVEY

Date
Recorded: 8/18/2021 33419-27

CERTIFIED SURVEY MAP

Date
Recorded: 3/18/2019 **416937**

WARRANTY DEED

Date
Recorded: 8/23/1999 **278808**

Ownership Updated: 8/26/2021

PINEWOOD PROPERTIES LLC HAYWARD WI

Billing Address: **Mailing Address:**

PINEWOOD PROPERTIES LLC **PINEWOOD PROPERTIES LLC**
15437 COUNTY HWY B 15437 COUNTY HWY B
HAYWARD WI 54843 HAYWARD WI 54843

Site Address * indicates Private Road

15968W FUN VALLEY RD HAYWARD 54843

Property Assessment Updated: 5/13/2020

2022 Assessment Detail

Code	Acres	Land	Imp.
G2-COMMERCIAL	73.180	150,400	143,700

2-Year Comparison **2021** **2022** **Change**

Land:	150,400	150,400	0.0%
Improved:	143,700	143,700	0.0%
Total:	294,100	294,100	0.0%

Property History

Parent Properties	Tax ID
57-002-2-40-09-04-2	43492
01-000-000050	

Real Estate Sawyer County Property
Listing

Today's Date: 2/3/2022

Property Status: Current

Created On: 1/12/2009 2:53:45 PM

Description Updated: 4/11/2017

Tax ID:	40192
PIN:	57-010-2-41-09-33-4 01-000-000070
Legacy PIN:	010941334107
Map ID:	.13.7
Municipality:	(010) TOWN OF HAYWARD
STR:	S33 T41N R09W
Description:	PRT NESE, NWSE, SWSE, SESE PRT LOT 1 CSM 16/41 #4022
Recorded Acres:	87.890
Lottery Claims:	0
First Dollar:	Yes
Waterbody:	Spring Creek
Zoning:	(A-1) Agricultural One
ESN:	

Tax Districts Updated: 1/12/2009

1	State of Wisconsin
57	Sawyer County
010	Town of Hayward
572478	Hayward Community School District
001700	Technical College

Recorded Documents Updated: 8/26/2021

WARRANTY DEED

Date	<u>434013</u>
Recorded: 8/16/2021	

MAP OF SURVEY

Date	33419-27
Recorded: 8/18/2021	

WARRANTY DEED

Date	<u>278808</u>
Recorded: 8/23/1999	

CERTIFIED SURVEY MAP

Date	<u>242933</u>
Recorded: 7/18/1994	

Ownership Updated: 8/26/2021

PINEWOOD PROPERTIES LLC	HAYWARD WI
--------------------------------	------------

Billing Address: **Mailing Address:**

PINEWOOD PROPERTIES LLC	PINEWOOD PROPERTIES LLC
15437 COUNTY HWY B	15437 COUNTY HWY B
HAYWARD WI 54843	HAYWARD WI 54843

Site Address * indicates Private Road

Property Assessment Updated: 11/9/2015

2022 Assessment Detail

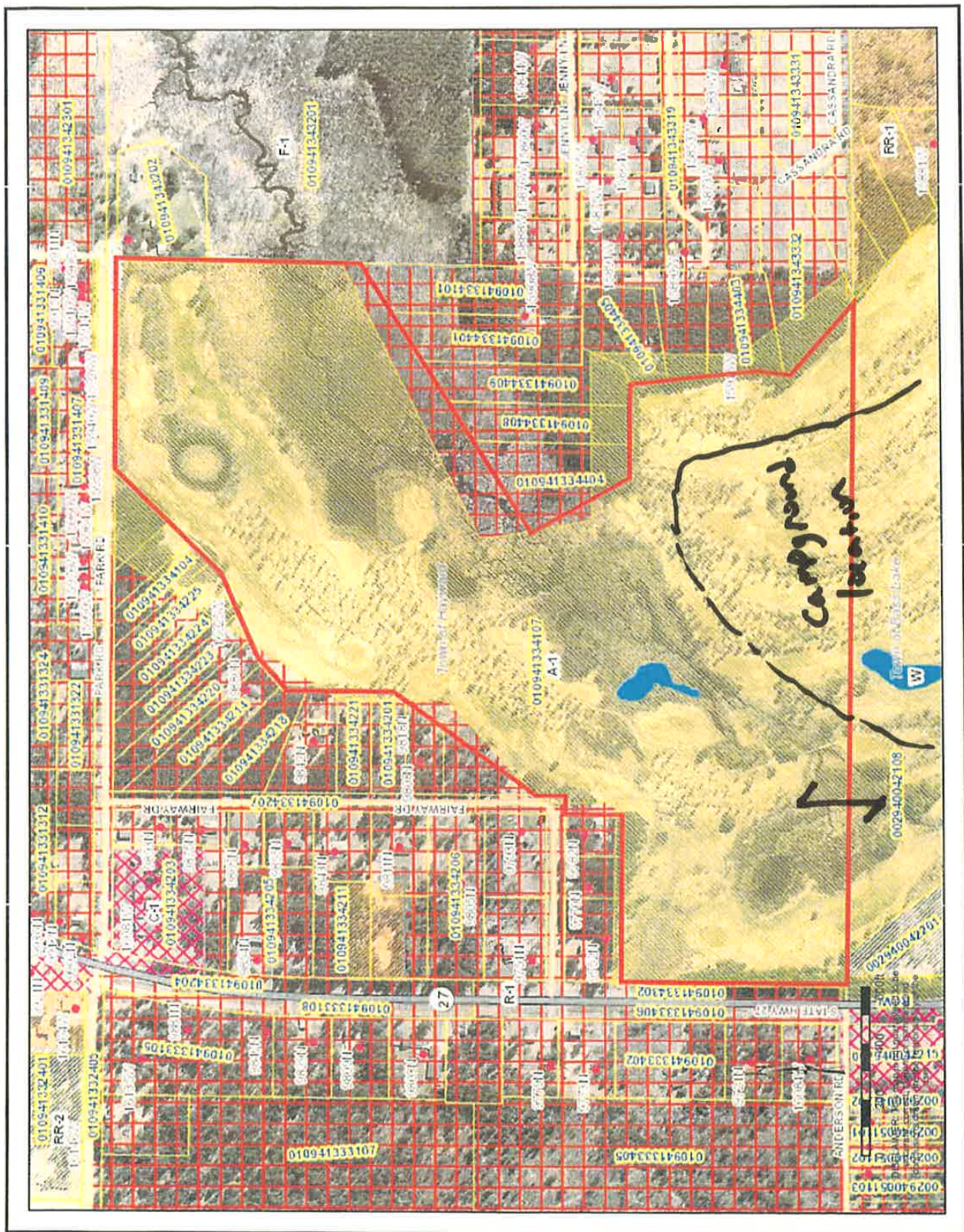
Code	Acres	Land	Imp.
G2-COMMERCIAL	52.890	158,700	84,000
G5-UNDEVELOPED	35.000	8,800	0

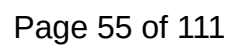
2-Year Comparison **2021** **2022** **Change**

Land:	167,500	167,500	0.0%
Improved:	84,000	84,000	0.0%
Total:	251,500	251,500	0.0%

Property History

Parent Properties	Tax ID
<u>57-010-2-41-09-33-4</u>	<u>13281</u>
<u>01-000-000030</u>	
<u>57-010-2-41-09-34-3</u>	<u>13340</u>
<u>03-000-000020</u>	







PRELIMINARY SITE CALCULATIONS

SITES	45 AC
SUGG. IN	17
POND JOG	12
PULL-THRU	66
TOTAL SITES	197
TOTAL PROJECT ACRES	90
TOTAL SITES / ACRE	2.17 / AC

HAYWARD NATIONAL
CAMPGROUND CONCEPT REVIEW
OCTOBER 2021 © 2021 CRS

CRS
Design

0' 160' 320'

LOT 1 OF CSM NO. 6082 AND PART OF LOT 1 OF CSM NO. 1022, LOCATED IN THE FRACTIONAL W 1/2 - NW 1/4, FRACTIONAL E 1/2 - NW 1/4 AND FRACTIONAL W 1/2 - NE 1/4 OF SECTION 4, T. 40 N., R. 9 W., IN THE TOWN OF BASS LAKE AND THE NW 1/4 - SE 1/4, NE 1/4 - SE 1/4, SE 1/4 - SE 1/4 AND SW 1/4 - SE 1/4 OF SECTION 33, T. 41 N., R. 9 W., IN THE TOWN OF HAYWARD, ALL IN SAWYER COUNTY, WISCONSIN

FIGURE 10.10.1. *Continued*

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[illegible]

SENATE FILE NO. 1000 OF SESSIONS OF 1973 AND 1974

[illegible]

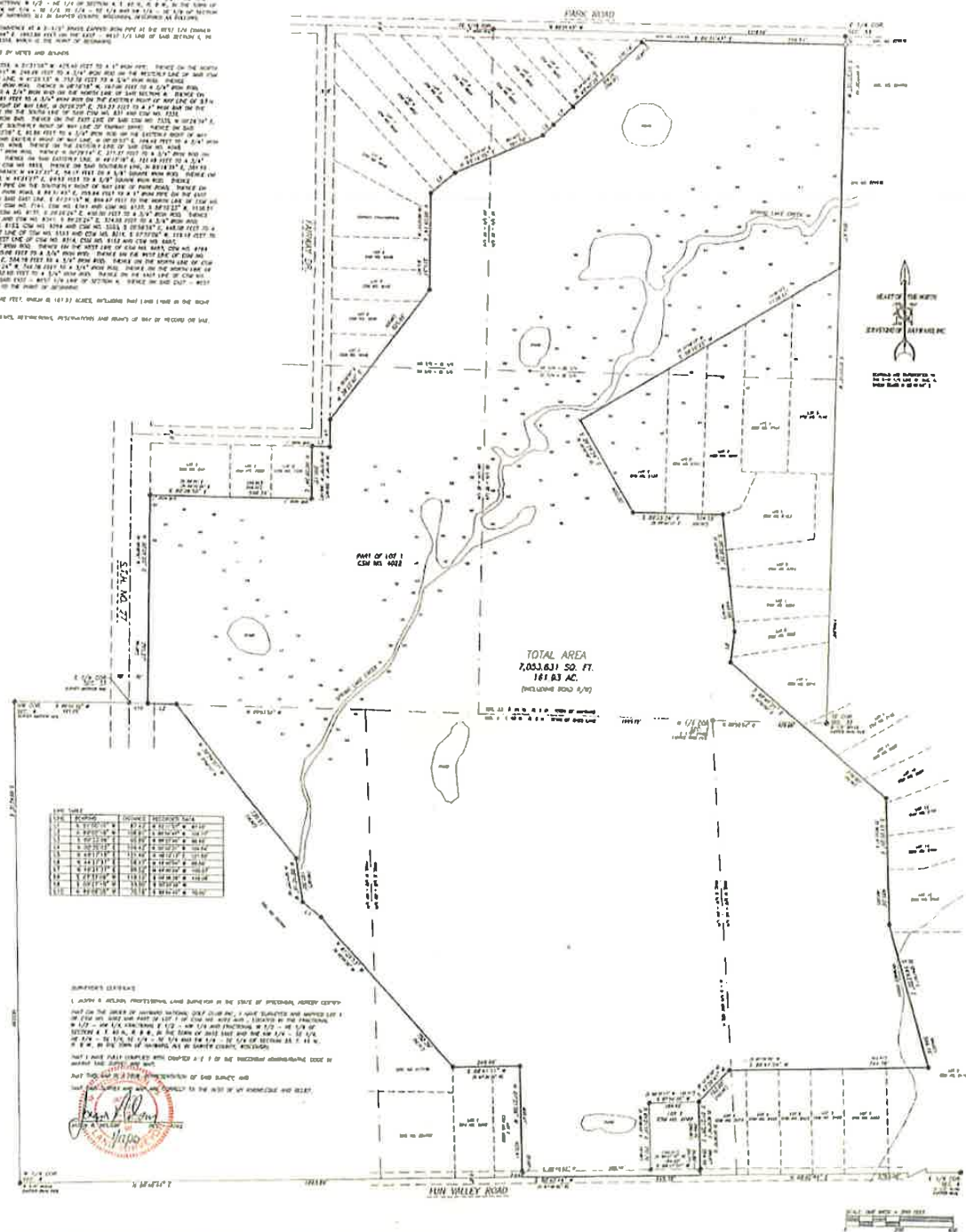
AND POLICE CONTINUE TO CLASH WITH THE ARAB BOYCOTTERS WHO ARE NOW IN THE MIDDLE OF THE NEW YEAR HOLIDAYS.

571

[illegible]

THE LOCATION OF SPRING LAKE CREEK, THE UNPAVED HIGHWAY AND FERRY ON THE PLACET ARE APPROXIMATE AND FOR REFERENCE PURPOSES ONLY.

FOR OTHER RESULTS, THE APPROXIMATE ON-BEAMING WITH AND WITHOUT OF BEAMING



- TOLDO 1" POK PPT, 14453
- TOLDO 1/2" POK PPT
- TOLDO 1/2" POK PPT
- TOLDO 1/2" POK PPT

* 2004 RELEASE UNDER E.O. 14176

1) RECOVERED 2014
IN APPROXIMATE UNDEVELOPED REVENUE

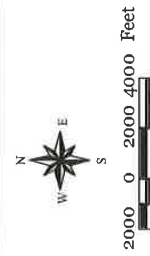
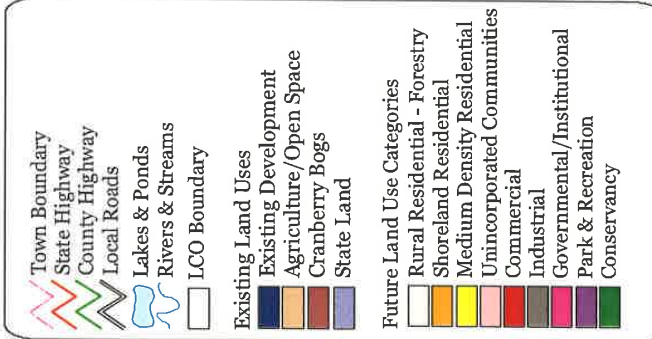
CLIENT: HAYWARD NATIONAL GOLF CLUB INC.
JOB NO. 1118/1119
SCALE: ONE INCH = 200 FEET
SHEET: 1 - 214 OF 22
TITLE: PLANT (SAMPLES) 12/18/78
FEE: 14750000/1000
ACAD: 1118_1119
EDORS: HANLEY

HEART OF THE NORTH
SURVEYING OF HAYWARD, INC.

PH 713/734-1112
FAX 713/734-8444
10330A DUFFY ROAD
MIRAMAR, CA 92454

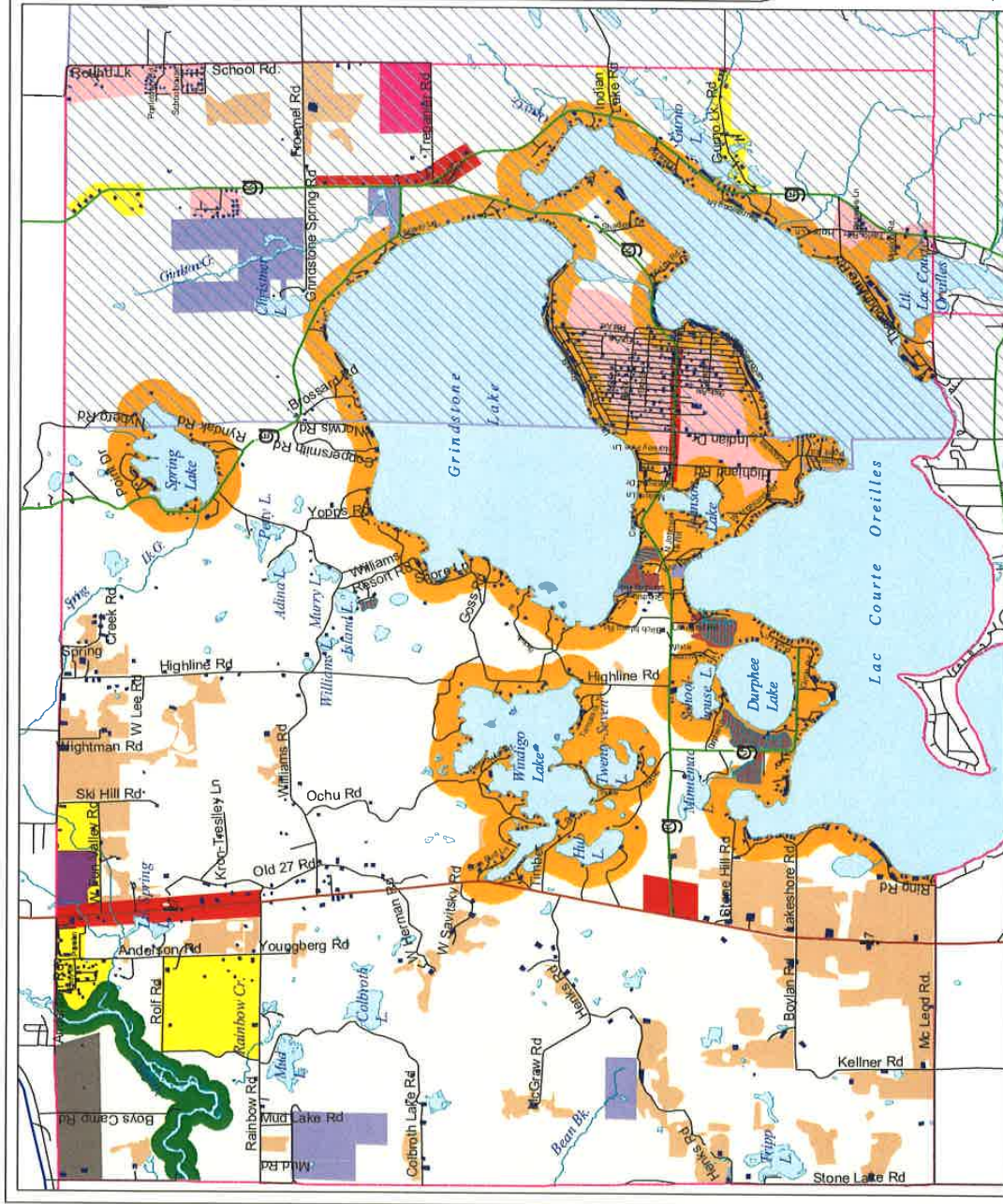
Future Land Use

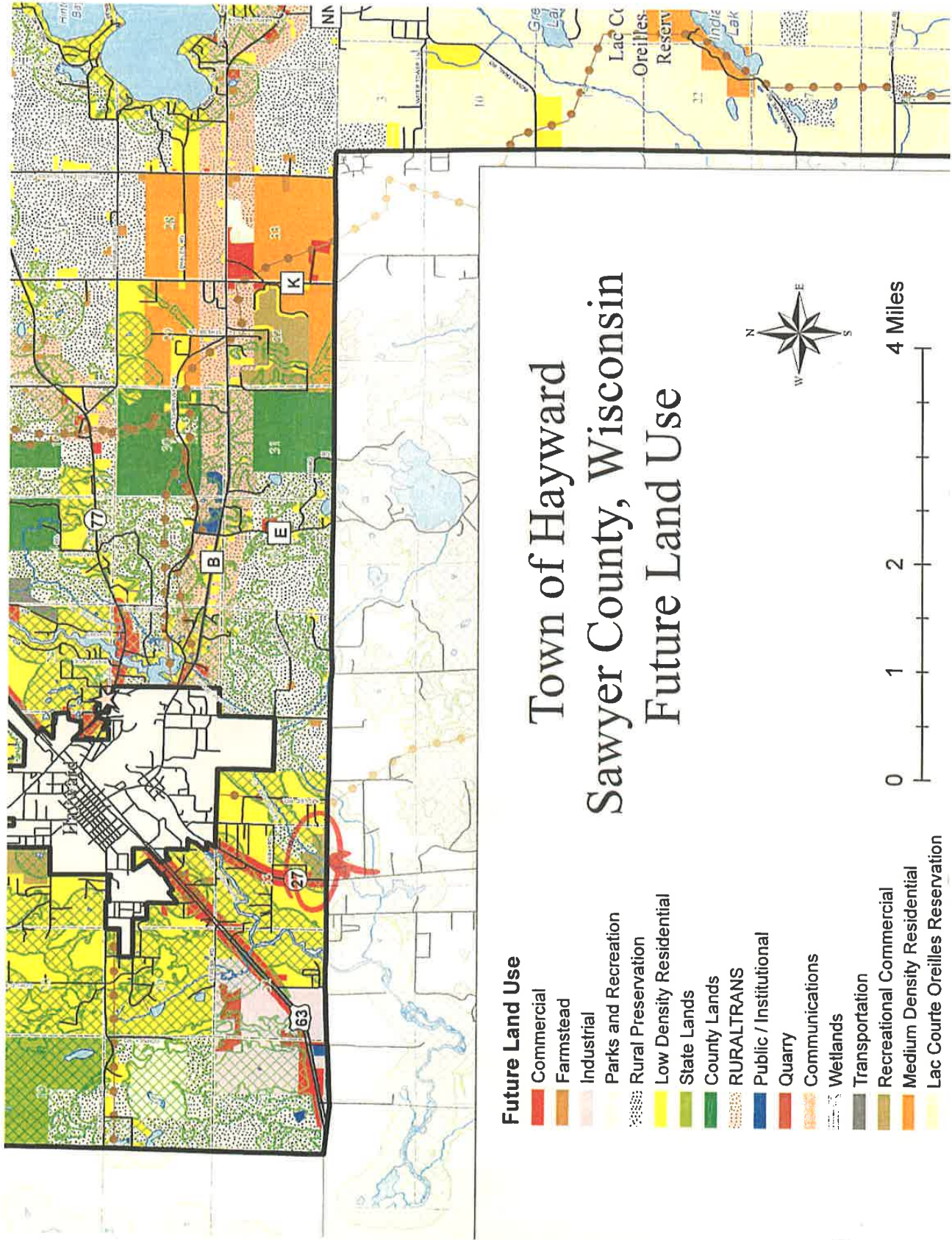
Town of Bass Lake



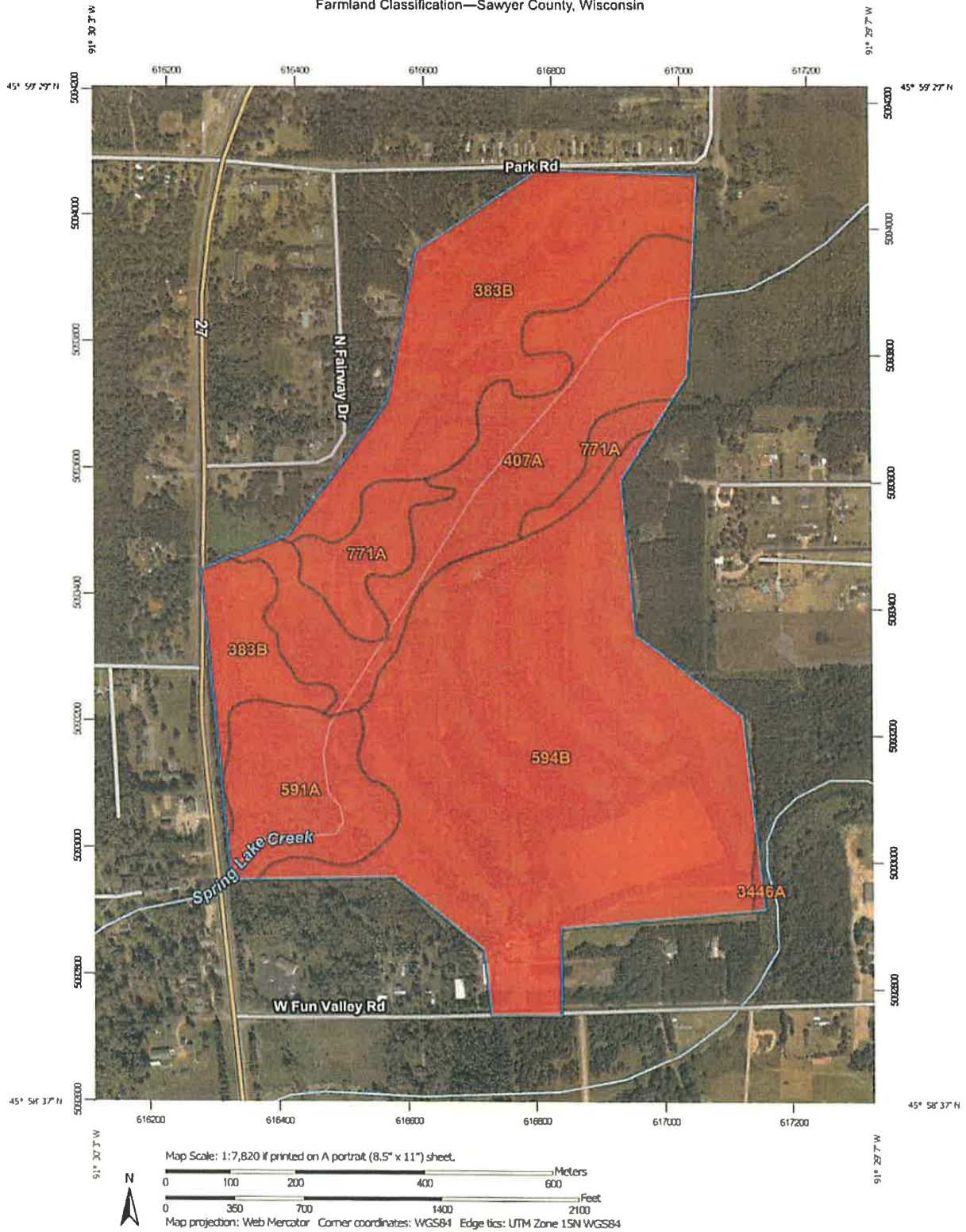
Northwest Regional
Planning Commission

Printed 12/15/03





Farmland Classification—Sawyer County, Wisconsin



**Natural Resources
Conservation Service**

Web Soil Survey
National Cooperative Soil Survey

8/26/2020
Page 1 of 5

**SAWYER COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. _____**

Case #22-003 Owner: Pinewood Properties LLC

RESOLUTION TO AMEND SAWYER COUNTY OFFICIAL ZONING MAP

WHEREAS, Wisconsin law permits Sawyer County (the “County”) to adopt certain zoning ordinances and amend its existing zoning ordinances, including amendments to the County’s official zoning map;

WHEREAS, the owner of real property located (the “Property”), and as more fully described as Part of the N ½ S4, Part Lot CSM 16/41 #4022; S04, T40N, R09W; Parcel #002-940-04-2108; all Agricultural One (A-1) upland area excepting the Commercial One (C-1) area of 5.5 acres and the Shoreland-Wetland (S-W) area of approximately 1.5 acres, leaving approximately 66.18 acres to be rezoned Residential/Recreational Two (RR-2) set forth in Exhibit A, which is attached hereto and incorporated herein, requested a rezoning of the Property’s zoning designation from Commercial One (C-1) to Residential/Recreational Two (RR-2) (the “Zoning Designation Amendment”);

WHEREAS, the Sawyer County Zoning Committee (the “Zoning Committee”), at its meeting on March 18, 2022, reviewed the proposed Zoning Designation Amendment for the Property;

WHEREAS, the Zoning Committee voted to recommend approval/denial of the proposed Zoning Designation Amendment to the Sawyer County Board of Supervisors (“County Board”); as determined by findings of Fact included as Exhibit B.

WHEREAS, the County Board determined, at its meeting on April 19, 2022, that adopting the proposed Zoning Designation Amendment for the Property is warranted to protect the health, welfare and safety of its citizens.

NOW, THEREFORE BE IT RESOLVED, by the Sawyer County Board of Supervisors approves the following:

1. Amendment to Official Zoning Map. The Property’s zoning designation shall be amended to Residential/Recreational Two (RR-2).
2. Additional Actions. The Sawyer County Department of Zoning and Conservation Administrator (or his/her designee) shall take all necessary steps to ensure that the amendment adopted herein is completed.

This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on April 19, 2022 by this Sawyer County Zoning Committee on this March 18, 2022.



Ronald Buckholtz, Chairman



Bruce Paulsen, Vice-Chairman

Dawn Petit, Member

Jesse Boettcher, Member



Tweed Shuman, Member



Stacy Hessel, Alternate Member

This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 19th day of April, 2022.

Tweed Shuman,
Sawyer County Board of Supervisors Chairman

Lynn Fitch,
County Clerk

EXHIBIT A
Property Description

Case #RZN 22-003

Owner: Pinewood Properties LLC

Part of the N ½ S4, Part Lot CSM 16/41 #4022; S04, T40N, R09W; Parcel #002-940-04-2108; all Agricultural One (A-1) upland area excepting the Commercial One (C-1) area of 5.5 acres and the Shoreland-Wetland (S-W) area of approximately 1.5 acres, leaving approximately 66.18 acres to be rezoned Residential/Recreational Two (RR-2)

**SAWYER COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. _____**

Case #22-004 Owner: Pinewood Properties LLC

RESOLUTION TO AMEND SAWYER COUNTY OFFICIAL ZONING MAP

WHEREAS, Wisconsin law permits Sawyer County (the "County") to adopt certain zoning ordinances and amend its existing zoning ordinances, including amendments to the County's official zoning map;

WHEREAS, the owner of real property located at Part of the NE ¼, the NW ¼, the SW ¼, and the SE ¼ all of the SE ¼, Part Lot 1 CSM 16/41 #4022; S33, T41N, R09W; Parcel #010-941-33-4107; 87.89 total acres; Zoned Agricultural One (A-1). Rezone all Agricultural One (A-1) upland area excepting the Shoreland-Wetland (S-W) area of approximately 35.68 acres, leaving approximately 52.21 acres to be rezoned to Residential/Recreational Two (RR-2).(the "Property"), and as more fully described as set forth in Exhibit A, which is attached hereto and incorporated herein, requested a rezoning of the Property's zoning designation from C-1 Commercial One to RR-1 Residential/Recreation One (the "Zoning Designation Amendment");

WHEREAS, the Sawyer County Zoning Committee (the "Zoning Committee"), at its meeting on March 18, 2022, reviewed the proposed Zoning Designation Amendment for the Property;

WHEREAS, the Zoning Committee voted to recommend approval/denial of the proposed Zoning Designation Amendment to the Sawyer County Board of Supervisors ("County Board"); as determined by findings of Fact included as Exhibit B.

WHEREAS, the County Board determined, at its meeting on April 19, 2022, that adopting the proposed Zoning Designation Amendment for the Property is warranted to protect the health, welfare and safety of its citizens.

NOW, THEREFORE BE IT RESOLVED, by the Sawyer County Board of Supervisors approves the following:

1. Amendment to Official Zoning Map. The Property's zoning designation shall be amended to Residential/Recreational Two (RR2).
2. Additional Actions. The Sawyer County Department of Zoning and Conservation Administrator (or his/her designee) shall take all necessary steps to ensure that the amendment adopted herein is completed.

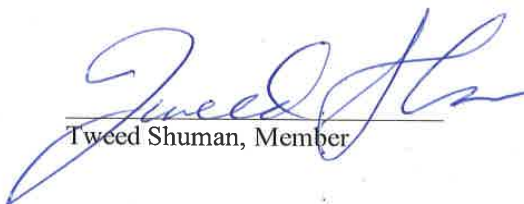
This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its meeting on April 19, 2022 by this Sawyer County Zoning Committee on this March 18, 2022.


Ronald Buckholtz, Chairman


Bruce Paulsen, Vice-Chairman

Dawn Petit, Member

Jesse Boettcher, Member


Tweed Shuman, Member


Stacy Hessel, Alternate Member

This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 19th day of April, 2022.

Tweed Shuman,
Sawyer County Board of Supervisors Chairman

Lynn Fitch,
County Clerk

EXHIBIT A
Property Description

Case #RZN 22-001

Owner: Pinewood Properties LLC - Hayward

Part of the NE ¼, the NW ¼, the SW ¼, and the SE ¼ all of the SE ¼, Part Lot 1 CSM 16/41 #4022; S33, T41N, R09W; Parcel #010-941-33-4107; 87.89 total acres; Zoned Agricultural One (A-1). Rezone all Agricultural One (A-1) upland area excepting the Shoreland-Wetland (S-W) area of approximately 35.68 acres, leaving approximately 52.21 acres to be rezoned to Residential/Recreational Two (RR-2).

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RESOLUTION NO. _____

**RESOLUTION APPROVING SAWYER COUNTY EXHIBIT A – AIRPORT
PROPERTY MAP**

WHEREAS, Wisconsin law permits Sawyer County (the “County”) to own real property and to enter into certain agreements to improve said property;

WHEREAS, The County owns real property known as the Sawyer County Airport (the “Airport”), which includes 470.6 acres of real property and 44.8 acres of easements;

WHEREAS, an Exhibit A – Airport Property Map is a requirement of the Federal Aviation Administration (FAA) to document airport property and easements owned;

WHEREAS, Sawyer County’s Exhibit A – Airport Property Map has been updated by Airport Consultant Becher Hoppe Associates, Inc., under contract with the WI Bureau of Aeronautics (BOA);

WHEREAS, the updated Exhibit A – Airport Property Map requires approval by the Airport Sponsor;

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

- 1. Recitals. The Recitals set forth above are true and correct, and are hereby incorporated into this Resolution and shall be used not just for reference.
- 2. Approval of Airport Property Map. The County approves the Exhibit A – Airport Property Map dated April 5, 2022.
- 3. Resolution is in the Best Interest of the County. The approval of this Resolution is in the best interest of the health, welfare and safety of the County and its citizens, property owners and visitors.

The content of this Resolution was discussed and recommended for adoption by the Sawyer County Board of Supervisors at its meeting on April 21, 2022, by this Sawyer County Public Works Committee on the 13th day of April, 2022.

_____ Ron Kinsley, Chairperson	_____ Marc Helwig, Vice Chairperson
_____ Ed Peters, Member	_____ Dale Olson, Member

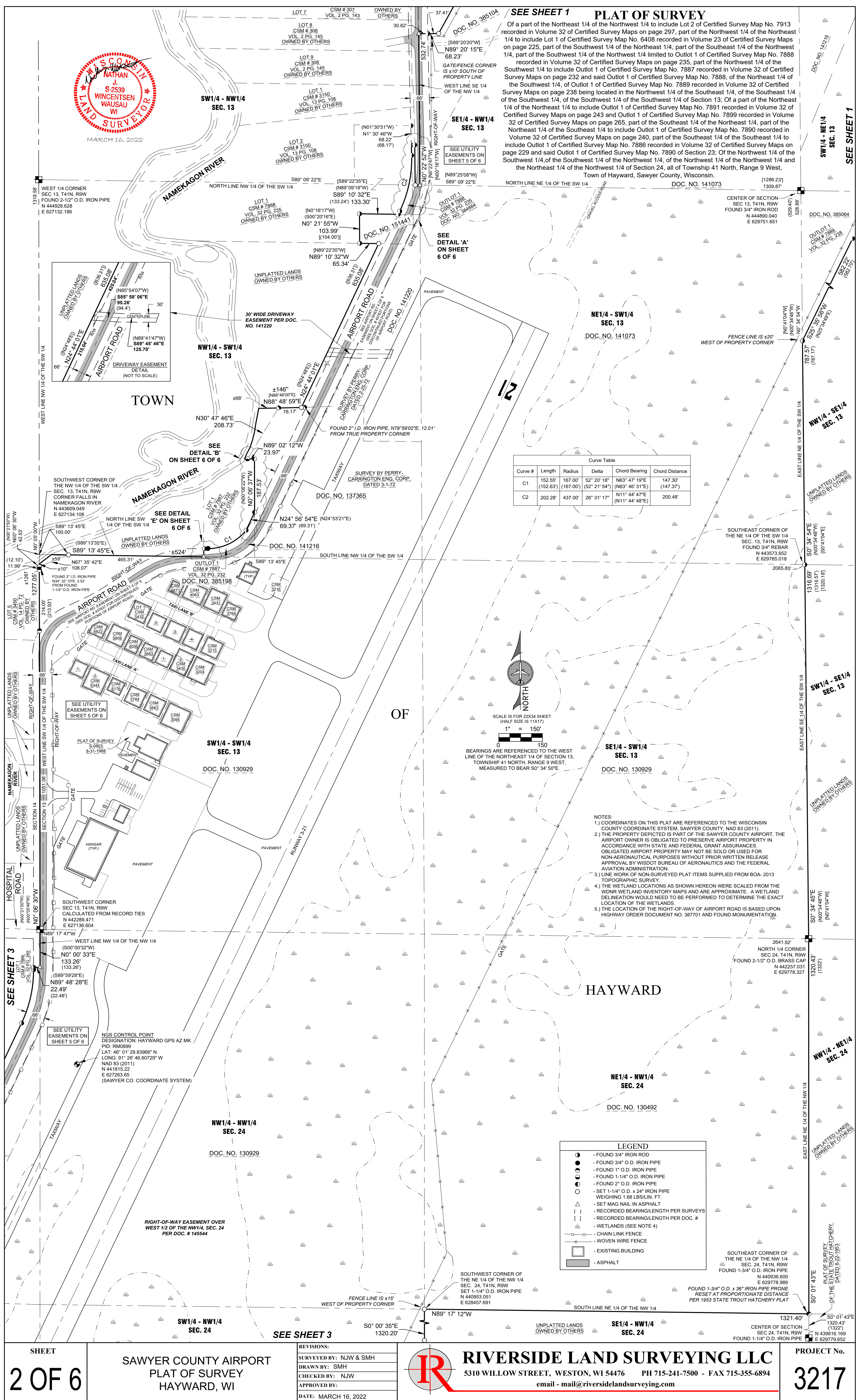
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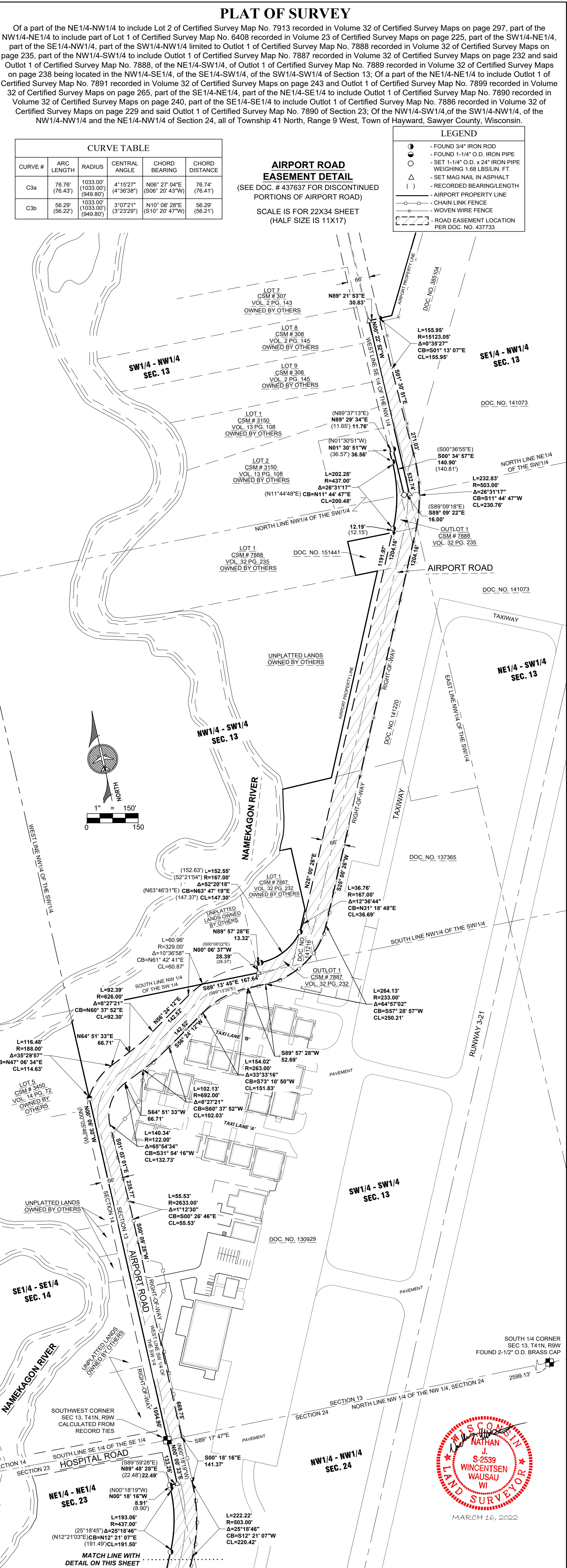
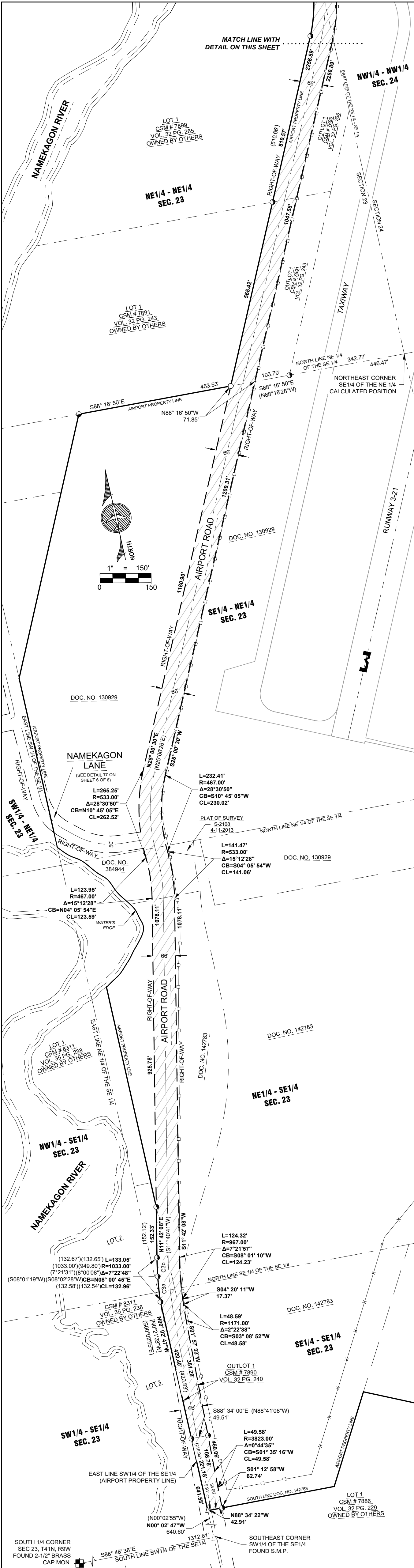
Brian Bisonette, Member

This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 21st day of April, 2022.

Sawyer County Board of Supervisors Chairman

Lynn Fitch,
Sawyer County Clerk





SHEET

4 OF 6

SAWYER COUNTY AIRPORT

PLAT OF SURVEY

HAYWARD, WI

REVISIONS:

SURVEYED BY: NJW & SMH

DRAWN BY: SMH

CHECKED BY: NJW

APPROVED BY:

DATE: MARCH 16, 2022

RIVERSIDE LAND SURVEYING LLC

5310 WILLOW STREET, WESTON, WI 54476

PH 715-241-7500 - FAX 715-355-6894

email - mail@riversidelandsurveying.com

PROJECT No.

3217

Page 72 of 111

PLAT OF SURVEY

LEGAL DESCRIPTION

Of a part of the Northeast 1/4 of the Northwest 1/4 to include Lot 2 of Certified Survey Map No. 7913 recorded in Volume 32 of Certified Survey Maps on page 297, part of the Northwest 1/4 of the Northeast 1/4 to include Lot 1 of Certified Survey Map No. 8408 recorded in Volume 23 of Certified Survey Maps on page 225, part of the Southwest 1/4 of the Northeast 1/4, part of the Southeast 1/4 of the Northwest 1/4, part of the Southwest 1/4 of the Northwest 1/4 limited to Outlot 1 of Certified Survey Map No. 7888 recorded in Volume 32 of Certified Survey Maps on page 232 and said Outlot 1 of Certified Survey Map No. 7888, of the Northeast 1/4 of the Southwest 1/4, of Outlot 1 of Certified Survey Map No. 7889 recorded in Volume 32 of Certified Survey Maps on page 238 being located in the Northwest 1/4 of the Southeast 1/4 of the Southwest 1/4, of the Southwest 1/4 of the Southwest 1/4, of the Southwest 1/4 of the Southwest 1/4 of Section 13; Of a part of the Northeast 1/4 of the Northeast 1/4 to include Outlot 1 of Certified Survey Map No. 7891 recorded in Volume 32 of Certified Survey Maps on page 243 and Outlot 1 of Certified Survey Map No. 7899 recorded in Volume 32 of Certified Survey Maps on page 265, part of the Southeast 1/4 of the Northeast 1/4, part of the Northeast 1/4 of the Southeast 1/4 to include Outlot 1 of Certified Survey Map No. 7890 recorded in Volume 32 of Certified Survey Maps on page 240, part of the Southeast 1/4 of the Southeast 1/4 to include Outlot 1 of Certified Survey Map No. 7886 recorded in Volume 32 of Certified Survey Maps on page 229 and said Outlot 1 of Certified Survey Map No. 7890 of Section 23; Of the Northwest 1/4 of the Southwest 1/4 of the Southwest 1/4 of the Northwest 1/4, of the Northwest 1/4 of the Northwest 1/4 and the Northeast 1/4 of the Northwest 1/4 of Section 24, all of Township 41 North, Range 9 West, Town of Hayward, Sawyer County, Wisconsin more particularly described as follows:

Commencing at the North 1/4 corner of said Section 13; Thence South 0°34'50" East along the West line of the Northwest 1/4 of the Northeast 1/4 of said Section 13, 269.80 feet to the Southwest corner of Lot 1 of Certified Survey Map No. 7912 recorded in Volume 32 of Certified Survey Maps on page 295 as Document No. 385569 which is the point of beginning; Thence North 25°01'12" East along the South line of said Lot 1, 41.61 feet; Thence South 64°59'51" East along said South line of Lot 1, 800.00 feet to the East line of a parcel of land described in Document No. 385105; Thence South 24°59'48" West along said East line and North line of a parcel of land described in Document No. 385105, 300.11 feet; Thence South 65°00'00" East along said North line, 475.09 feet to the East line of said parcel of land described in Document No. 385105; Thence South 25°35'04" West along said East line, 1772.57 feet to the Northeast corner of said Outlot 1 of Certified Survey Map No. 7889; Thence South 25°35'56" West along the East line of said Outlot 1, 582.22 feet to the South corner of said Outlot 1 and the East line of said Northeast 1/4 of the Southwest 1/4 of Section 13; Thence South 0°34'54" East along said East line, 787.57 feet to the Northeast corner of the Southeast 1/4 of the Southwest 1/4 of said Section 13; Thence South 0°34'45" East along the East line of said Southeast 1/4 of the Southwest 1/4, 1316.69 feet to the North 1/4 corner of said Section 24; Thence South 0°01'43" East along the East line of the Northeast 1/4 of the Northwest 1/4 of said Section 24, 1320.43 feet to the Southeast corner of said Northeast 1/4 of the Northwest 1/4; Thence North 89°17'12" West along the South line of said Northeast 1/4 of the Northwest 1/4, 1321.40 feet to the Northeast corner of the Southwest 1/4 of the Northwest 1/4 of said Section 24; Thence South 0°00'35" East along the East line of said Southwest 1/4 of the Northwest 1/4, 1320.20 feet to the Northeast corner of the Northwest 1/4 of the Southwest 1/4 of said Section 24; Thence South 0°01'57" West along the East line of said Southwest 1/4 of the Southwest 1/4, 1310.31 feet to the Southeast corner of said Northwest 1/4 of the Southwest 1/4; Thence North 89°06'20" West along the South line of said Northwest 1/4 of the Southwest 1/4, 1320.83 feet to the Northeast corner of the Southeast 1/4 of the Southwest 1/4 of said Section 23 and the Northeast corner of Lot 1 of said Certified Survey Map No. 7886; Thence North 88°33'24" West along the North line of said Southwest 1/4 of the Southwest 1/4, 377.22 feet to the Northwest corner of said Lot 1; Thence South 16°28'02" West along the West line of said Lot 1, 541.10 feet; Thence North 64°59'31" West along said West line of Lot 1, 285.16 feet; Thence South 29°15'12" West along said West line of Lot 1, 296.85 feet; Thence North 88°34'22" West along said West line of Lot 1, 378.06 feet to the West line of said Southwest 1/4 of the Southwest 1/4 of Section 23; Thence North 5°02'47" West along the West line of said Southwest 1/4 of the Southwest 1/4, 641.58 feet to the West right-of-way line of Airport Road which is the beginning of a non-tangential curve to the right; Thence 133.05 feet along the arc of said non-tangential curve and said West right-of-way line, said arc having a radius of 1033.00 feet, a central angle of 7°22'48" and a chord that bears North 08°00'45" East for 132.96 feet; Thence North 11°42'08" East along said West right-of-way line, 152.33 feet to the East line of Lot 2 of Certified Survey Map No. 8311 recorded in Volume 35 of Certified Survey Maps on page 238 as Document No. 413935; Thence North 0°01'43" West along said East line of Lot 2 and the East line of Lot 1 of said Certified Survey Map No. 8311, 624.58 feet to a point located 51 feet, more or less, from the water's edge of the Namekagon River, said point also being the point of beginning of a meander line along the East bank of the Namekagon River; Thence North 42°24'55" East along said meander line, 209.68 feet, said point located 20 feet, more or less, from the water's edge of the Namekagon River; Thence North 11°06'00" East along said meander line, 127.37 feet, said point located 39 feet, more or less, from the water's edge of the Namekagon River; Thence North 33°16'25" West, 183.41 feet, said point located 53 feet, more or less, from the water's edge of the Namekagon River; Thence North 60°51'50" West along said meander line, 132.28 feet to the West line of the Southeast 1/4 of the Southwest 1/4 of said Section 23 and the end of said meander line, said point located 6 feet, more or less, from the water's edge of the Namekagon River; Thence North 00°01'02" West along the said West line, 513.59 feet to the South corner of Lot 1 of Certified Survey Map No. 2196 recorded in Volume 10 of Certified Survey Maps on page 203 as Document No. 192621; Thence North 24°56'22" East along the East line of said Lot 1, 811.48 feet to the South line of said Lot 1 of Certified Survey Map No. 7891 and the South line of the Northeast 1/4 of the Southwest 1/4 of said Section 23; Thence South 88°16'50" East along said South line, 453.53 feet to the West right-of-way line of Airport Road; Thence North 25°00'30" East along said West right-of-way line, 1075.99 feet to the beginning of a tangential curve to the left; Thence 193.06 feet along the arc of said tangential curve and said West right-of-way line, said arc having a radius of 437.00 feet, a central angle of 25°18'46" and a chord that bears North 12°21'07" East for 191.50 feet; Thence North 0°18'16" West along said West right-of-way line, 8.91 feet to the Northwest corner of Outlot 1 of said Certified Survey Map No. 7899; Thence North 89°48'28" East along the North line of said Outlot 1, 22.49 feet to the Northeast corner of said Outlot 1 and the West line of the Northwest 1/4 of the Northwest 1/4 of said Section 24; Thence North 0°00'33" East along said West line, 133.28 feet to the Southwest corner of said Section 13; Thence North 0°06'30" West along the West line of the Southwest 1/4 of the Southwest 1/4 of said Section 13, 1277.05 feet to a point located 10 feet, more or less, from the water's edge of the Namekagon River, said point also being the point of beginning of a meander line along the South bank of the Namekagon River; Thence North 67°35'42" East along said meander line, 108.07 feet to the North line of the Southwest 1/4 of the Southwest 1/4 of said Section 13 and the end of said meander line, said point located 59 feet, more or less, from the water's edge of the Namekagon River; Thence South 89°13'45" East along the North line of said Southwest 1/4 of the Southwest 1/4, 465.31 feet to the Southwest corner of Outlot 1 of said Certified Survey Map No. 7887; Thence North 0°06'37" West along the West line of said Outlot 1, 28.39 feet to the Northwest corner of said Outlot 1 and the North right-of-way line of Airport Road; Thence South 89°57'28" East along the North line of said Outlot 1 and said North right-of-way line, 13.32 feet to the beginning of a non-tangential curve to the left; Thence 152.55 feet along the arc of said non-tangential curve and said North right-of-way line, said arc having a radius of 167.00 feet, a central angle of 52°20'18" and a chord that bears North 63°47'19" East for 147.30 feet to the Northeast corner of said Outlot 1 and the South line of Lot 1 of said Certified Survey Map No. 7887; Thence North 24°56'54" East along said South line of Lot 1, 69.37 feet to the East line of said Lot 1; Thence North 0°06'37" West said East line of Lot 1, 187.53 feet to the Northeast corner of said Lot 1; Thence North 89°02'12" West along the North line of said Lot 1, 23.97 feet to a point located 10 feet, more or less, from the water's edge of the Namekagon River, said point also being the point of beginning of a meander line along the East bank of the Namekagon River; Thence North 30°47'46" East along said meander line, 208.73 feet to the North line of a parcel of land described in Document No. 137365 and the end of said meander line, said point being located 69 feet, more or less, from the water's edge of the Namekagon River; Thence North 88°48'59" East along said North line, 78.17 feet to the Southwest corner of a parcel of land described in Document No. 141220; Thence North 24°44'01" East along the West line of said Document No. 141220, 635.08 feet to the South line of a parcel of land described in Document No. 151441; Thence North 89°10'32" West along said South line, 65.34 feet to the Southeast corner of Lot 1 of said Certified Survey Map No. 7888; Thence North 0°21'55" West along the East line of said Lot 1, 103.99 feet; Thence South 89°10'32" East along said East line of Lot 1, 133.30 feet to the Southwest corner of Outlot 1 of said Certified Survey Map No. 7888 and the West right-of-way line of Airport Road; Thence North 25°00'26" East along said West right-of-way line, 12.19 feet to the beginning of a tangential curve to the left; Thence 202.28 feet along the arc of said tangential curve and said West right-of-way line, said arc having a radius of 437.00 feet, a central angle of 28°31'17" and a chord that bears North 11°44'47" East for 200.48 feet; Thence North 1°30'51" West along the West line of said Outlot 1 and said West right-of-way line, 36.56 feet to the Northwest corner of said Outlot 1; Thence North 89°29'34" East along the North line of said Outlot 1, 11.76 feet to the Northeast corner of said Outlot 1; Thence South 0°34'57" East along the East line of said Outlot 1, 140.90 feet to the North line of the Northwest 1/4 of the Southwest 1/4 of said Section 13; Thence South 89°09'22" East along said North line, 16.00 feet Southwest corner of the Southeast 1/4 of the Northwest 1/4 of said Section 13; Thence North 0°22'52" West along the West line of said Southeast 1/4 of the Northwest 1/4 of Section 13, 532.74 feet to the West line of a parcel of land described in Document No. 385104; Thence North 89°20'15" East along said West line of Document No. 385104, 68.23 feet; Thence North 28°18'31" East along said West line of Document No. 385104, 721.28 feet; Thence North 16°27'44" East along said West line of Document No. 385104, 150.22 feet to the South line of Lot 2 of said Certified Survey Map No. 7913; Thence North 89°07'39" West along said South line, 158.00 feet to the Southwest corner of said Lot 2; Thence North 24°26'34" East along the West line of said Lot 2, 1099.17 feet to the Northwest corner of said Lot 2; Thence South 64°59'01" East along the North line of said Lot 2, 474.91 feet; Thence North 25°01'12" East along said North line of Lot 2, 258.31 feet to the point of beginning.

That the above described parcels of land contain 20,501,338 square feet or 470.646 acres, more or less, including those lands lying between the above described meander lines and the water's edge of said Namekagon River and the lot lines extended to the water's edge;

- Those said parcels are subject to all easements, restrictions and right-of-ways of record including:
- Right-of-way easement per Document No. 294142 over the East 1/2 of the Northwest 1/4 of the Northeast 1/4 of Section 13
 - Right-of-way easement per Document No. 145544 over the East 1/2 of the Northeast 1/4 of Section 23 and the West 1/2 of the Northwest 1/4 of Section 24
 - 30' wide Driveway PLE per Document No. 141220 & 385222
 - 11' wide Conditional Limited Easement per Document No. 386705
 - Airport Road right-of-way per Highway Order Document No. 387701
 - Airport Road conditional easement per Document No. 437733
 - Namekagon Lane conditional easement per Document No. 437732
 - Permanent Limited Utility Easements per Document No. 437734, 437735 & 437736

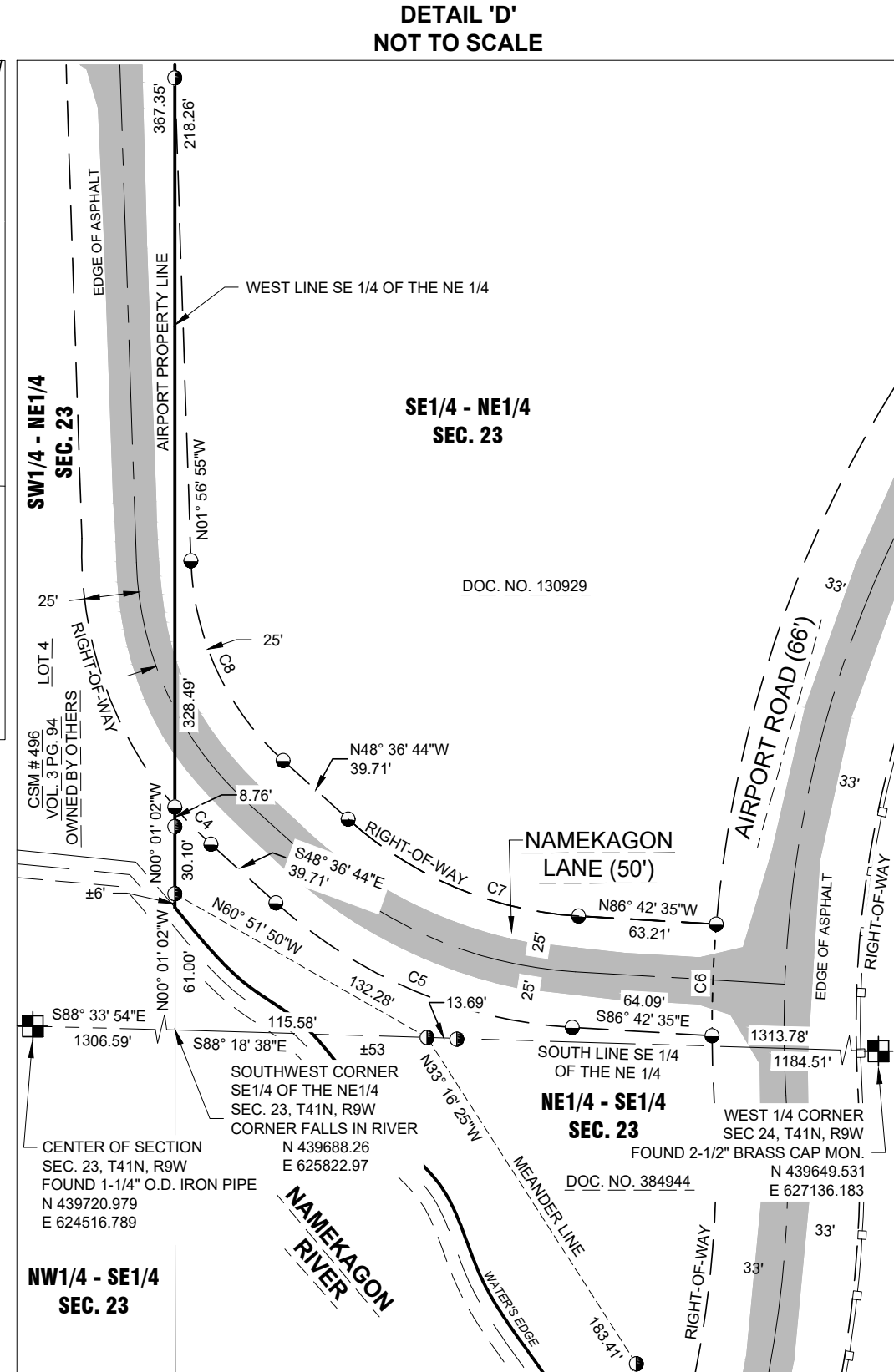
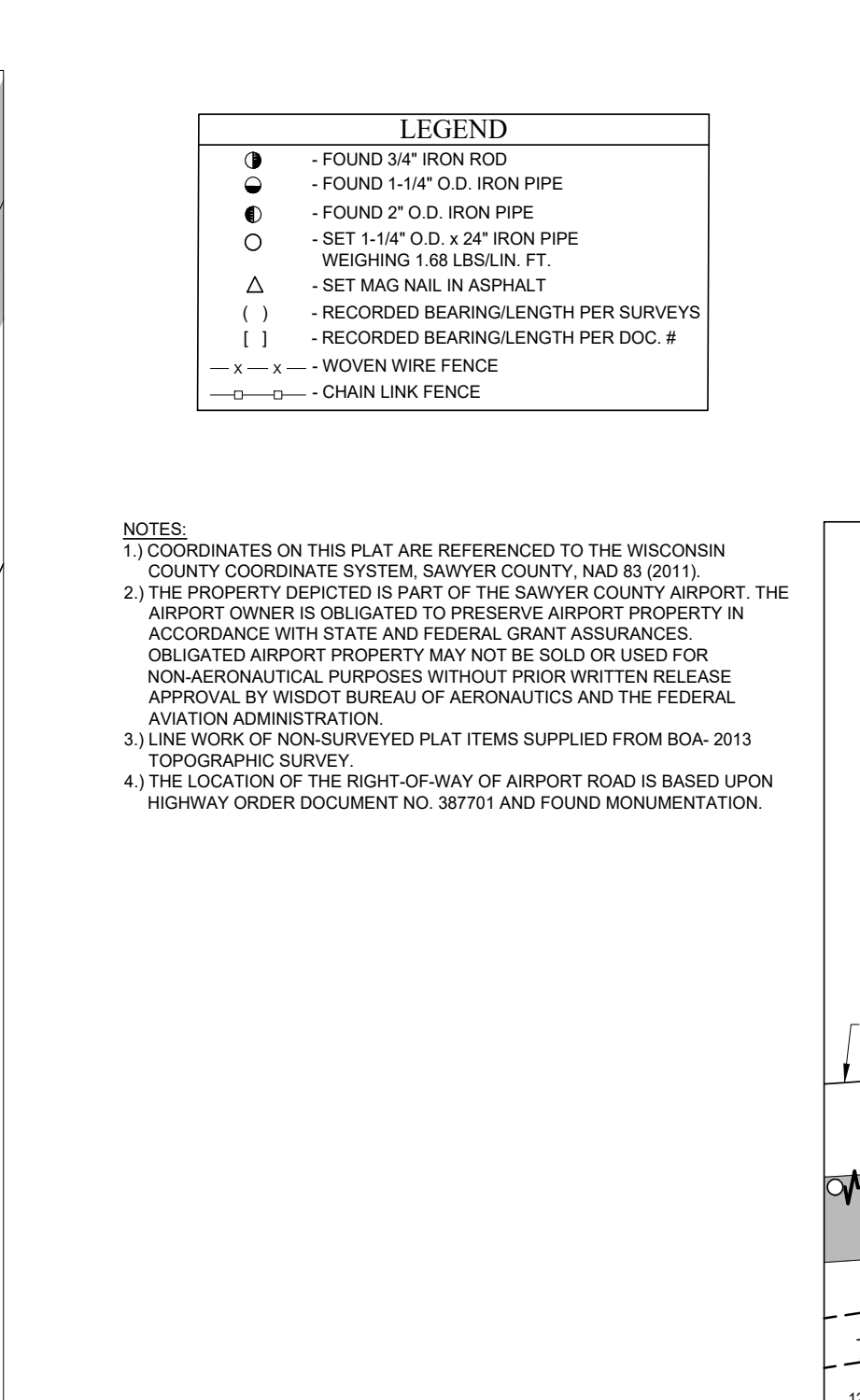
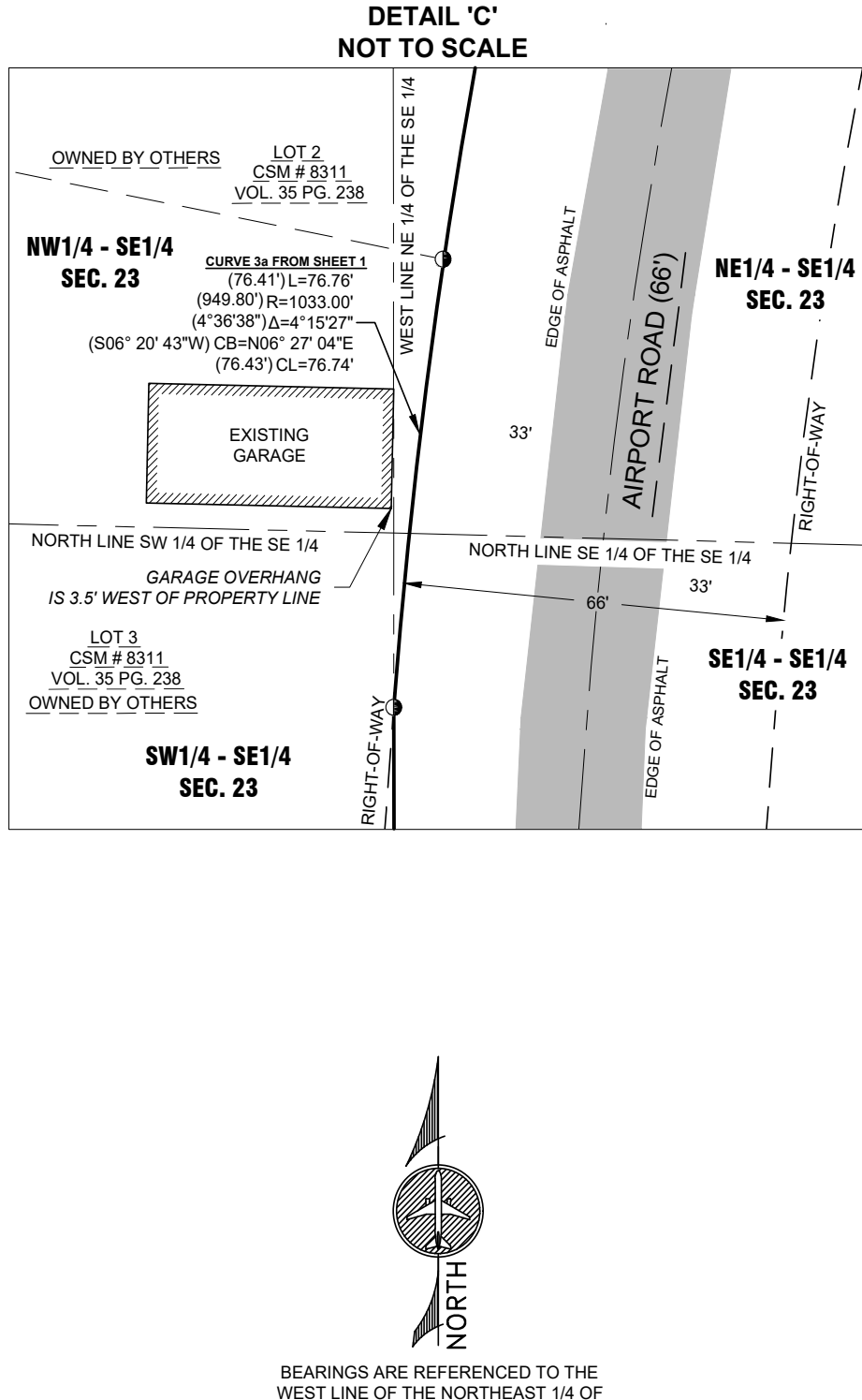
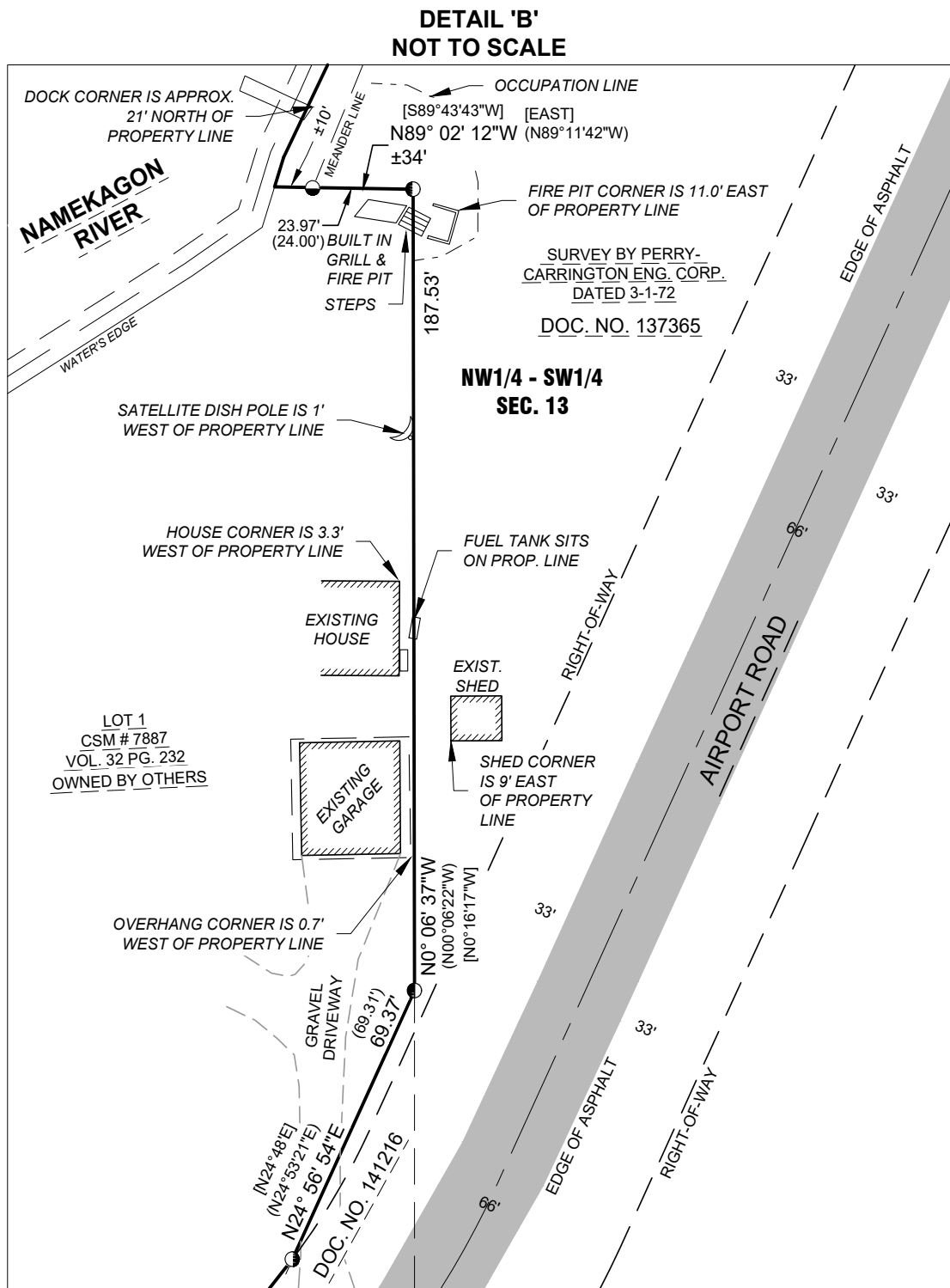
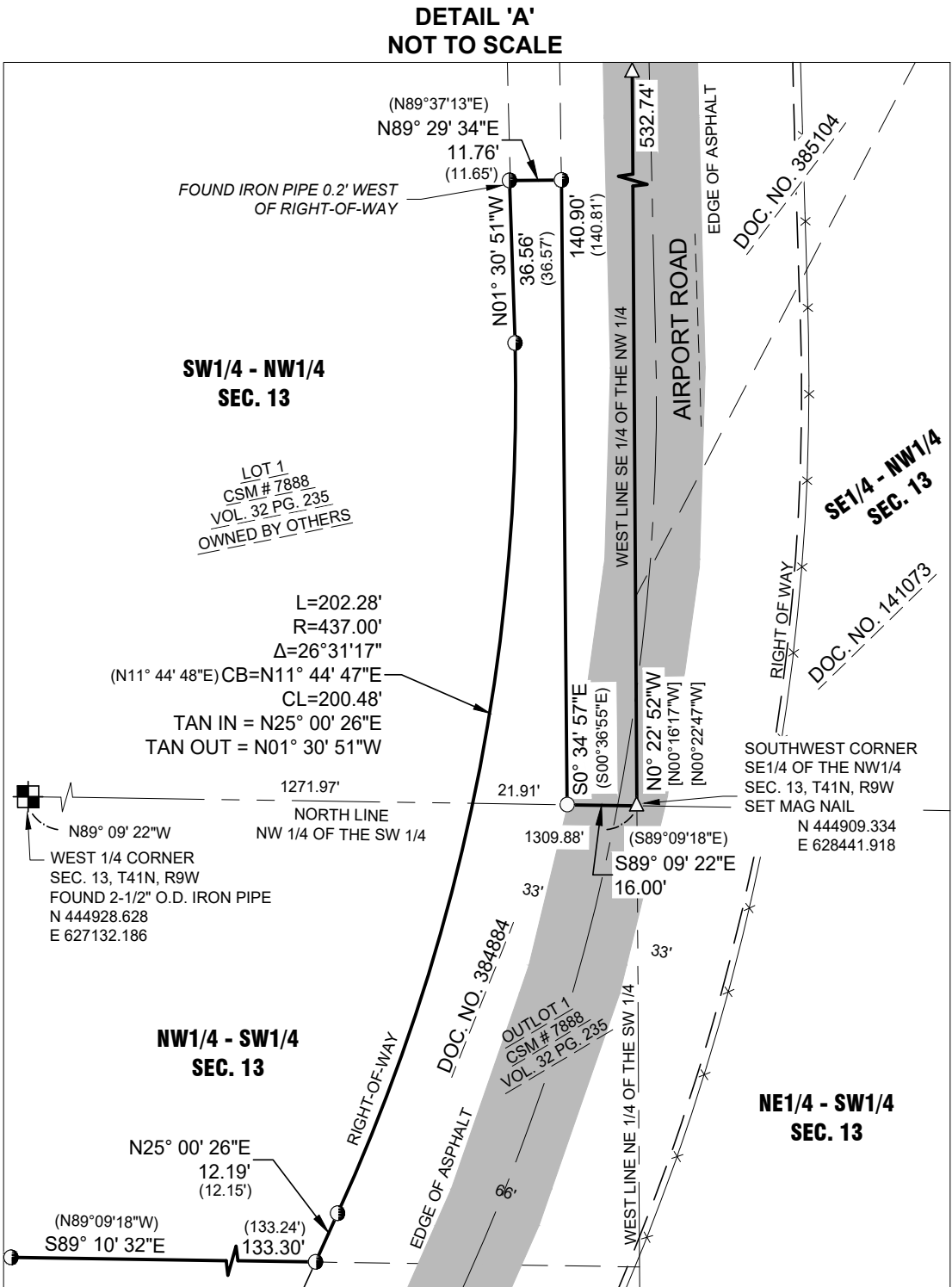
SURVEYOR'S CERTIFICATE:

I, Nathan J. Wincentsen, Professional Land Surveyor S-2539, hereby certify to the best of my knowledge and belief, that at the direction of Becher Hoppe Associates, Inc (Agent) and the Sawyer County Airport, I have surveyed and mapped the parcels as described hereon. I further certify that said survey and map thereof are a correct and accurate representation of the exterior boundaries of said parcels and that I have fully complied with the provisions of Wisconsin administrative Code A-E7 in surveying and mapping said lands.

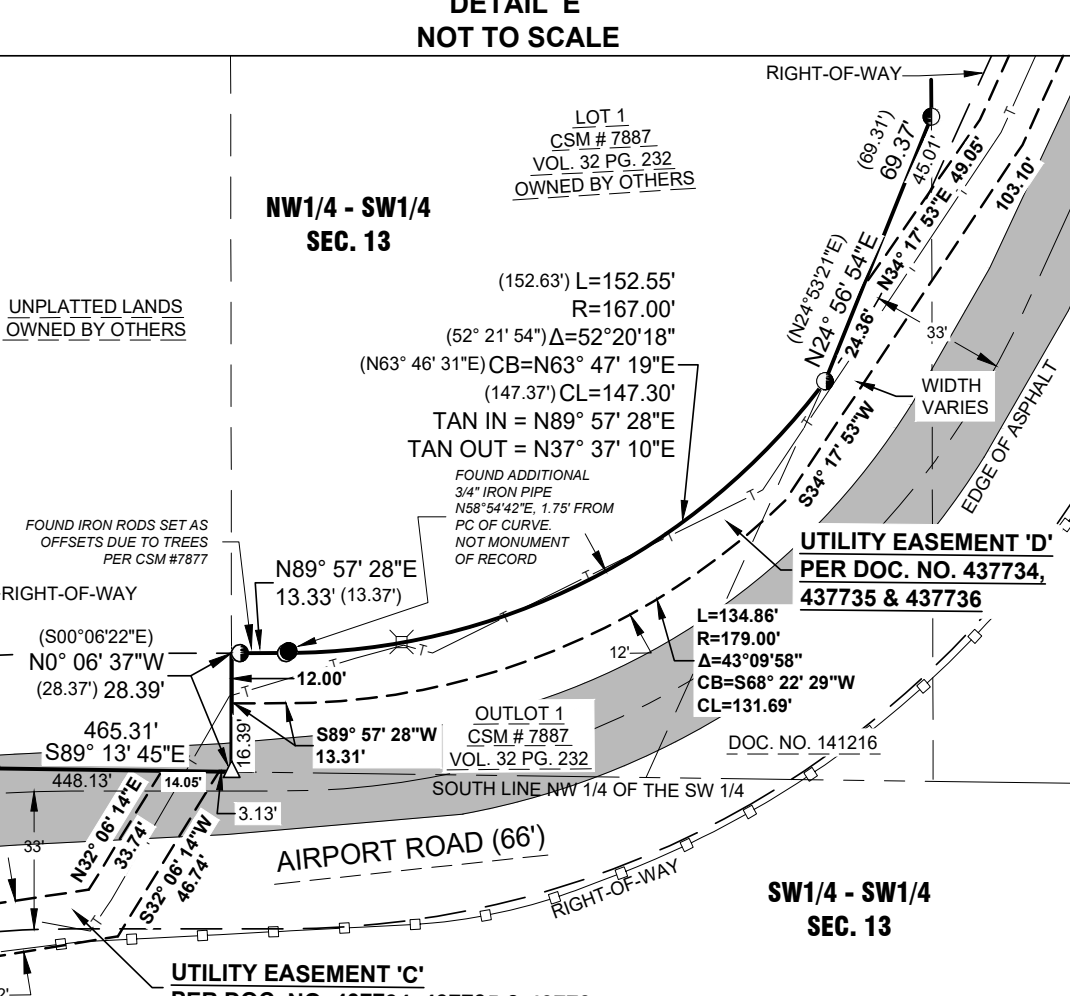
Dated this 16th day of March, 2022.

Nathan J Wincentsen

Riverside Land Surveying LLC
Nathan J. Wincentsen
WI P.L.S. S-2539

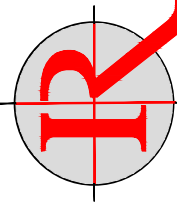


CURVE TABLE							
CURVE #	ARC LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD DISTANCE	TANGENT IN	TANGENT OUT
C4	23.52'	175.00'	7°42'00"	S44° 45' 44"E	23.50'	S40° 54' 44"E	S48° 36' 44"E
C5	149.61'	225.00'	38°05'51"	S67° 39' 40"E	146.87'	S48° 36' 44"E	S66° 42' 35"E
C6	50.03'	533.00'	5°22'40"	N02° 16' 24"E	50.01'	N00° 24' 56"W	N04° 57' 44"E
C7	116.36'	175.00'	38°05'51"	N67° 39' 40"W	114.23'	N48° 36' 44"W	N86° 42' 35"W
C8	101.80'	125.00'	46°39'49"	N25° 16' 49"W	99.01'	N01° 56' 55"W	N48° 36' 44"W



PROJECT No.
3217

RIVERSIDE LAND SURVEYING LLC
5310 WILLOW STREET, WESTON, WI 54786 PH 715-241-7500 - FAX 715-355-6894
email - mail@riversidelandsurveying.com



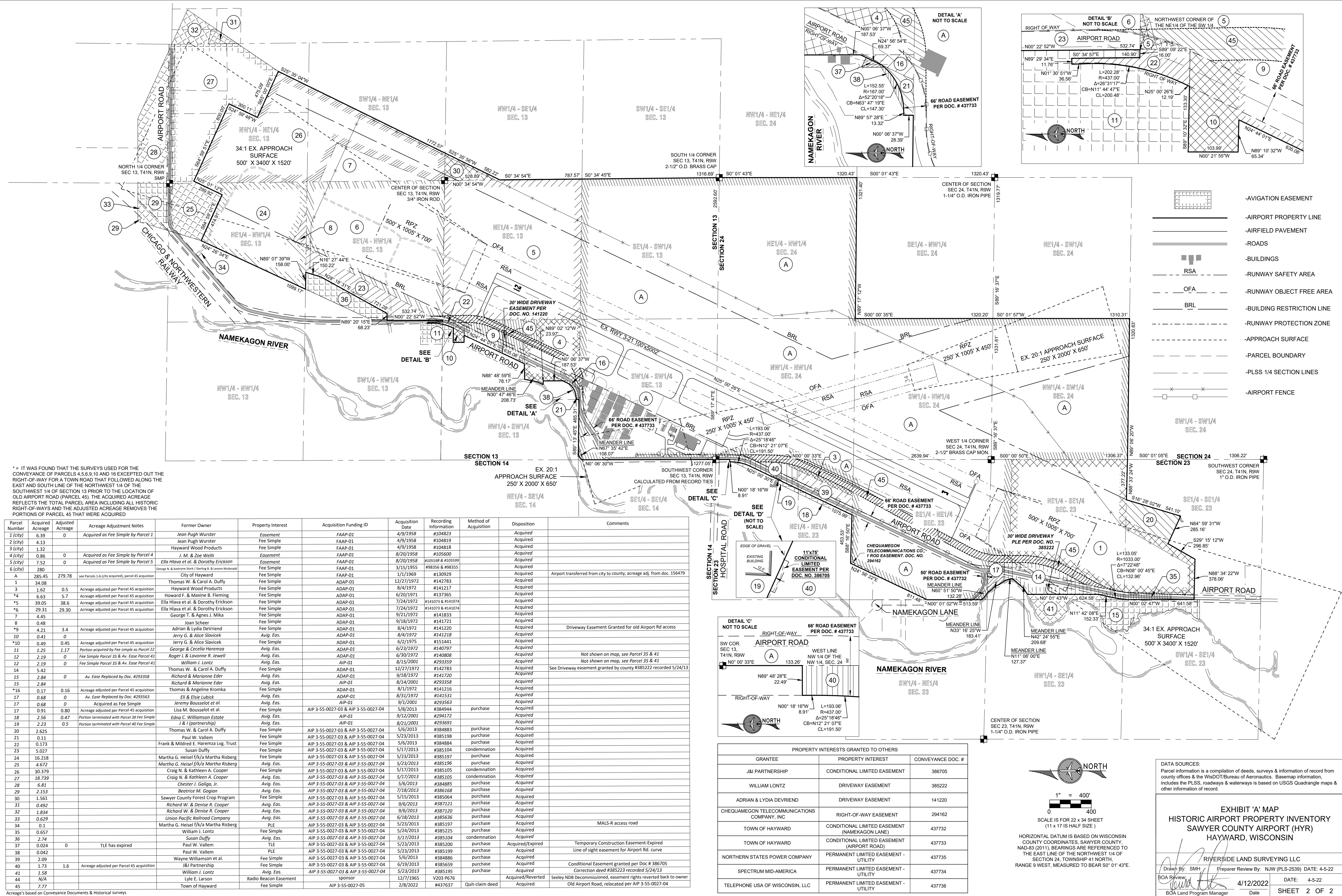
REVISIONS:
SURVEYED BY: NJW & SMH
DRAWN BY: SMH
CHECKED BY: NJW
APPROVED BY:
DATE: MARCH 16, 2022

SAWYER COUNTY AIRPORT
PLAT OF SURVEY
HAYWARD, WI

6 OF 6

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PLOT TIME: 4/5/2022 6:59 AM
FILE NAME: Z:\RLS_Projects\3217 BHA Sawyer County Airport\3217_Airport_Property_Map_pg2_Historical_062921.dwg



* = IT WAS FOUND THAT THE SURVEYS USED FOR THE CONVEYANCE OF PARCELS 4,5,9,10 AND 16 EXCEPTED OUT THE RIGHT-OF-WAY FOR A TOWN ROAD THAT FOLLOWED ALONG THE EAST AND SOUTH LINE OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13 PRIOR TO THE LOCATION OF OLD AIRPORT ROAD (PARCEL 45). THE ACQUIRED ACRES REFLECTS THE TOTAL PARCEL AREA INCLUDING ALL HISTORIC RIGHT-OF-WAYS AND THE ADJUSTED ACRES REMOVES THE PORTIONS OF PARCEL 45 THAT WERE ACQUIRED

Parcel Number	Acquired Acreage	Adjusted Acreage	Acquired as Fee Simple by Parcel 1	Former Owner	Property Interest	Acquisition Funding ID	Acquisition Date	Recording Information	Method of Acquisition	Disposition	Comments
1 (city)	6.39	0		Jean Pugh Wurster	Easement	FAAP-01	4/9/1958	#104813	Acquired		
2 (city)	4.13	0		Jean Pugh Wurster	Fee Simple	FAAP-01	4/9/1958	#104819	Acquired		
3 (city)	1.32	0		Hayward Wood Products	Fee Simple	FAAP-01	4/9/1958	#104818	Acquired		
4 (city)	0.86	0		J. M. & Zoe Wells	Easement	FAAP-01	8/20/1958	#105600	Acquired		
5 (city)	7.52	0		Ella Hlava et al. & Dorothy Erickson	Easement	FAAP-01	8/20/1958	#105598 & #203598	Acquired		
6 (city)	280	0		George N. & Catherine Pugh (Siblings & Unsurvived Mother)	Fee Simple	FAAP-01	3/21/1955	#98356 & #98355	Acquired		
A	285.45	279.78		City of Hayward	Fee Simple	FAAP-01	1/1/1969	#130929	Acquired	Airport transferred from city to county, acreage adj. from doc. 156479	
1	34.08	0		Thomas W. & Carol A. Duffy	Fee Simple	ADAP-01	12/27/1972	#142783	Acquired		
3	1.62	0.5		Hayward Wood Products	Fee Simple	ADAP-01	8/4/1972	#141217	Acquired		
*4	6.63	5.7		Howard F. & Maxine B. Fleming	Fee Simple	ADAP-01	6/20/1971	#137365	Acquired		
*5	39.05	38.6		Ella Hlava et al. & Dorothy Erickson	Fee Simple	ADAP-01	7/24/1972	#141074 & #141074	Acquired		
*6	29.51	29.30		Ella Hlava et al. & Dorothy Erickson	Fee Simple	ADAP-01	7/24/1972	#141074 & #141074	Acquired		
7	4.45	0		George T. & Agnes J. Mika	Fee Simple	ADAP-01	9/21/1972	#141833	Acquired		
8	0.48	0		Joan Scheer	Fee Simple	ADAP-01	9/18/1972	#141721	Acquired		
*9	4.21	3.4		Adrian & Lydia Devriend	Fee Simple	ADAP-01	8/4/1972	#141220	Acquired	Driveway Easement Granted for old Airport Rd access	
10	0.41	0		Jerry G. & Alice Slavicek	Fee Simple	ADAP-01	8/4/1972	#141218	Acquired		
*10	0.49	0.45		Jerry G. & Alice Slavicek	Fee Simple	ADAP-01	6/2/1975	#151441	Acquired		
11	1.25	1.17		George & Cecelia Haremza	Avig. Eas.	ADAP-01	6/23/1972	#140797	Acquired		
12	2.19	0		Roger L. & Lorraine R. Jewell	Avig. Eas.	ADAP-01	6/30/1972	#140808	Acquired	Not shown on map, see Parcel 35 & 41	
12	2.19	0		William J. Lontz	Avig. Eas.	ADAP-01	6/15/2001	#293359	Acquired	Not shown on map, see Parcel 35 & 41	
14	5.42	0		Thomas W. & Carol A. Duffy	Fee Simple	ADAP-01	12/27/1972	#142783	Acquired	See Driveway easement granted by county #385222 recorded 5/24/13	
15	2.84	0		Richard & Marianne Eder	Fee Simple	ADAP-01	9/18/1972	#141720	Acquired		
15	2.84	0		Richard & Marianne Eder	Avig. Eas.	AIP-01	8/14/2001	#293358	Acquired		
*16	0.17	0.16		Thomas & Angeline Kromka	Fee Simple	ADAP-01	8/1/1972	#141216	Acquired		
17	0.68	0		Ed & Eve Lubak	Avig. Eas.	ADAP-01	8/1/1972	#141211	Acquired		
17	0.68	0		Jeremy Bousset et al.	Avig. Eas.	AIP-01	9/1/2001	#293563	Acquired		
17	0.91	0.80		Lisa M. Bousset et al.	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/8/2013	#384944	purchase	Acquired	
18	2.56	0.47		Edna C. Williamson Estate	Avig. Eas.	AIP-01	9/12/2001	#294172	Acquired		
19	2.23	0.5		J. & Partnerships	Avig. Eas.	AIP-01	8/21/2001	#293601	Acquired		
20	1.625	0.5		Thomas W. & Carol A. Duffy	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/8/2013	#384983	purchase	Acquired	
21	0.11	0		Paul W. Vallem	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385198	purchase	Acquired	
22	0.173	0		Frank & Mildred E. Haremza Lvg. Trust	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/6/2013	#384884	purchase	Acquired	
23	5.027	0		Susan Duffy	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/17/2013	#385104	condemnation	Acquired	
24	16.218	0		Martha G. Heisel (Wife) & Martha Risberg	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385197	purchase	Acquired	
25	4.672	0		Martha G. Heisel (Wife) & Martha Risberg	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385196	purchase	Acquired	
26	30.379	0		Craig N. & Kathleen A. Cooper	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/17/2013	#385105	condemnation	Acquired	
27	18.739	0		Craig N. & Kathleen A. Cooper	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/17/2013	#385105	condemnation	Acquired	
28	6.81	0		Chester J. Gallogh, Jr.	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/6/2013	#384885	purchase	Acquired	
29	2.153	0		Beatrice M. Goggin	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	7/18/2013	#385188	purchase	Acquired	
30	1.561	0		Sawyer County Forest Crop Program	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/15/2013	#385064	purchase	Acquired	
31	0.492	0		Richard W. & Denise R. Cooper	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	9/6/2013	#387121	purchase	Acquired	
32	1.834	0		Richard W. & Denise R. Cooper	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	9/6/2013	#387120	purchase	Acquired	
33	0.629	0		Union Pacific Railroad Company	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	6/18/2013	#385636	purchase	Acquired	
34	0.1	0		Martha G. Heisel (Wife) & Martha Risberg	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385197	purchase	Acquired	
35	0.657	0		William J. Lontz	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/24/2013	#385215	purchase	Acquired	
36	2.74	0		Susan Duffy	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/17/2013	#385104	condemnation	Acquired	
37	0.024	0		Paul W. Vallem	TLE	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385200	purchase	Acquired/Expired	Temporary Construction Easement-Expired
38	0.042	0		Paul W. Vallem	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385199	purchase	Acquired	Line of sight easement for Airport Rd. curve
39	2.09	0		Wayne Williamson et al.	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/6/2013	#384886	purchase	Acquired	
40	1.73	1.6		J&I Partnership	Fee Simple	AIP 3-55-0027-03 & AIP 3-55-0027-04	6/19/2013	#385659	purchase	Acquired	Conditional Easement granted per Doc # 386705
41	1.58	0		William J. Lontz	Avig. Eas.	AIP 3-55-0027-03 & AIP 3-55-0027-04	5/23/2013	#385195	purchase	Acquired	Correction deed #385223 recorded 5/24/13
44	N/A	0		Lyle E. Larson	Radio Beacon Easement	sponsor	12/7/1965	V203 P676	Acquired/Reverted	Acquired	Seeley NDB Decommissioned, easement rights reverted back to owner
45	7.77	0		Town of Hayward	Fee Simple	AIP 3-55-0027-05	2/8/2022	#457637	Quit-claim deed	Acquired	Old Airport Road, relocated per AIP 3-55-0027-04

Acreage is based on Conveyance Documents & Historical surveys

DATA SOURCES:
Parcel information is a compilation of deeds, surveys & information of record from county offices & the WisDOT/Bureau of Aeronautics. Basemap information, includes the PLSS, roadways & waterways is based on USGS Quadrangle maps & other information of record.

EXHIBIT 'A' MAP
HISTORIC AIRPORT PROPERTY INVENTORY
SAWYER COUNTY AIRPORT (HYR)
HAYWARD, WISCONSIN

RIVERSIDE LAND SURVEYING LLC
Drawn By: SMH
BOA Review: [Signature]
Preparer Review By: NJW (PLS-2539) DATE: 4-5-22
4/12/2022
DATE: 4-5-22
SHEET 2 OF 2

1
2 **SAWYER COUNTY BOARD OF SUPERVISORS RESOLUTION TO APPROVE**
3 **UTILITY EASEMENT**

4
5 **RESOLUTION NO. 2022-_____**
6

7
8 **WHEREAS**, Wis. Stat. § 59.01 permits Sawyer County (the “County”) to own real
9 property and to enter into certain agreements to encumber its real property, including the grant of
10 easement interests;

11
12 **WHEREAS**, NSPW is requesting an electrical overhead distribution easement on the
13 Sawyer County-owned corner of Main Street and Fourth Street, located in Hayward, Wisconsin,
14 as more specifically described on the attached Exhibit A – The Legal Description of the Property;
15

16 **WHEREAS**, NSPW wishes to locate within the Property the facilities described as
17 follows: the necessary poles, wires, guys, supports, fixtures, devices, and other facilities and
18 appurtenances necessary for the purposes of conducting electric energy, light, and c
19 communication impulses (collectively, the “Facilities”);
20

21 **WHEREAS**, the Sawyer County Board of Supervisors (“County Board”) must approve
22 the final version of the Electrical Overhead Distribution Easement pursuant to Wis. Stat. 59.52(6);
23

24 **WHEREAS**, the County Public Works Committee reviewed and discussed pursuit of the
25 Easement at its meeting on April 13, 2022, and voted to recommend that the County Board approve
26 pursuing the Electrical Overhead Distribution Easement at its meeting on April 21, 2022.
27

28 **NOW, THEREFORE, BE IT RESOLVED**, the Sawyer County Board of Supervisors
29 determines the following:
30

- 31 1. Recitals. The Recitals set forth above are true and correct, and are hereby
32 incorporated into this Resolution.
33
34 2. Approval of Easement. The County Board hereby approves further discussions
35 with the appropriate parties to enter into the Electrical Overhead Distribution
36 Easement. The final version of any easement granted shall be approved by the
37 County Board once prepared, pursuant to Wis. Stat. § 59.52(6).
38
39 3. Health, Welfare and Safety. The County’s approval of this Resolution is beneficial
40 to the health, welfare and safety of the County’s residents, taxpayers and visitors.
41
42
43
44
45
46
-



NORTHERN STATES POWER
WISCONSIN

EXHIBIT A SHEET 1 OF 2

Easement Exhibit

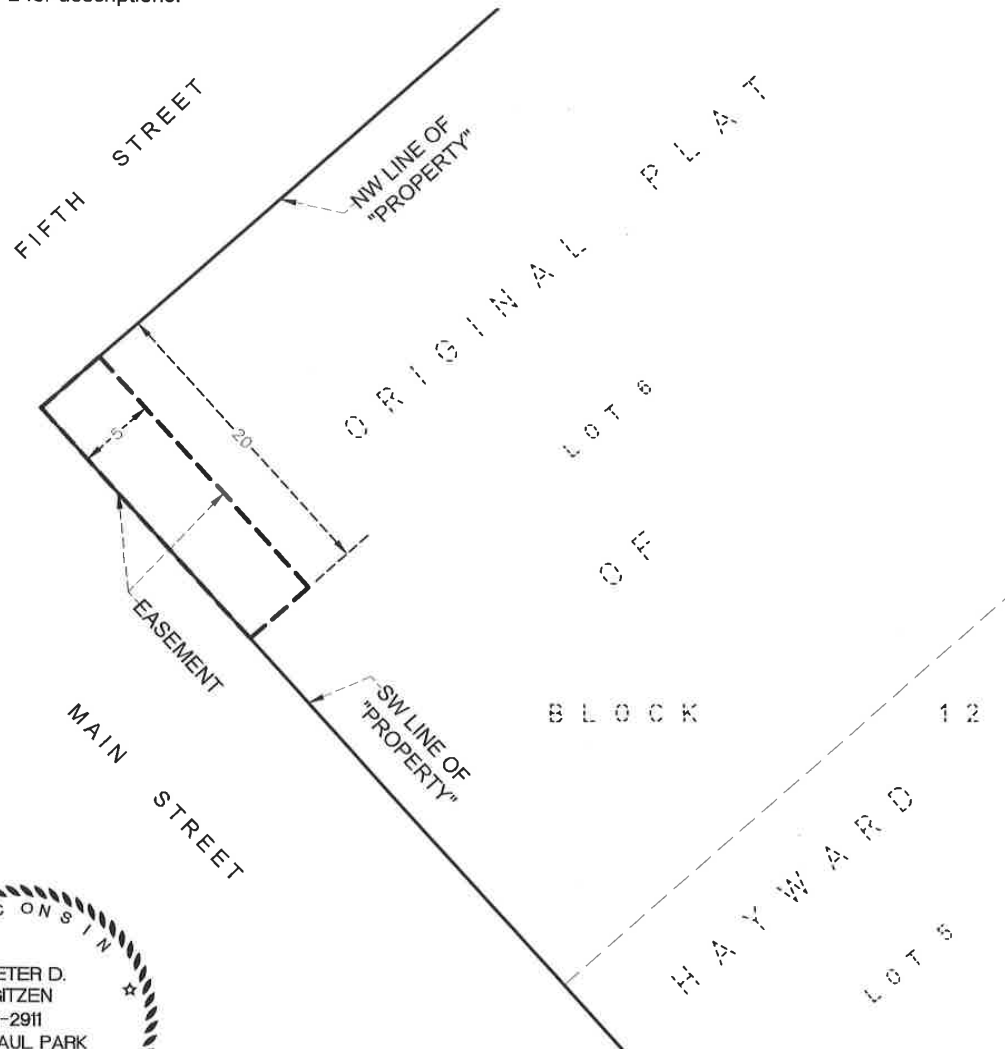
Location: City of Hayward, Sawyer County, Wisconsin

Grantor: Sawyer County

See Sheet 2 of 2 for descriptions.



Scale: 1" = 10'



I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE
LAWS OF THE STATE OF WISCONSIN.

Peter D. Gitzen

PETER D. GITZEN

LIC. NO. S-2911

DATE: 4/17/2022

PARCEL: SAWYER COUNTY
SEC. 22, T. 41N., R. 9W.
CO.: SAWYER

**ELECTRICAL OVERHEAD
DISTRIBUTION EASEMENT**

Parcel No. 57-236-2-41-09-22-5 15-101-120001

Name Sawyer County, a municipality of the State of Wisconsin

This Electrical Overhead Distribution Easement (“Easement”) is made between Sawyer County, a municipality of the state of Wisconsin (“Grantor”), and Northern States Power Company, a Wisconsin corporation (“NSPW”).

Grantor owns certain real property in Sawyer County, Wisconsin, as more specifically described on the attached Exhibit A (the “Property”).

NSPW wishes to locate within the Property the facilities described as follows: the necessary poles, wires, guys, supports, fixtures, devices, and other facilities and appurtenances necessary for the purposes of conducting electric energy, light, and communication impulses (collectively, the “Facilities”).

Grantor agrees to grant to NSPW, its successors and assigns, the right, privilege, and easement to construct, operate, maintain, use, rebuild, or remove the Facilities over, under, and upon a portion of the Property, as more specifically described on the attached Exhibit B (the “Easement Area”).

In consideration of the promises exchanged in this Easement, the Grantor and NSPW agree as follows:

1. Easement. Grantor hereby grants to NSPW, its successors and assigns, a perpetual, non-exclusive easement to construct, install, operate, repair, remove, replace, reconstruct, alter, relocate, patrol, inspect, mark, improve, enlarge, and maintain the Facilities within the Easement Area. Grantor also grants to NSPW the full right and authority to (a) reasonably access the Easement Area and the Facilities over and across the Property for the purpose of maintaining, replacing, and constructing the Facilities; (b) the right of reasonable temporary use by NSPW of the Property adjacent to the Easement Area during construction, repair, or replacement of the Facilities; and (c) to cut, remove, prune, or otherwise control, all trees, brush, and other vegetation on or overhanging the Easement Area or located outside of the Easement Area which by falling might interfere with or endanger the Facilities.

RETURN TO:

Northern States Power Company
Siting & Land Rights, Trevor Seely,
1414 W. Hamilton Ave., PO Box 8
Eau Claire, WI 54702-0008

PIN: 57-236-2-41-09-22-5 15-101-120001

2. Grantor's Responsibilities. Grantor shall not perform any act on the Easement Area which will interfere with or endanger the Facilities. Grantor shall not locate any structure or obstruction, nor plant any trees, shrubs, bushes, or plants of any kind, nor change the ground elevation within the Easement Area without the express prior written consent of NSPW.
3. Restoration. After installation of the Facilities or after the exercise of any of the rights granted in this Easement, NSPW agrees to restore the Property and the Easement Area to as near their original condition as is reasonably possible and remove therefrom all debris, spoils, and equipment resulting from the use of the Property and the Easement Area.
4. Ownership of Property. Grantor covenants with NSPW, its successors and assigns, that Grantor is the owner of the Property and has the right to sell and convey an easement in the manner and form of this Easement.
5. Additional Documents. Grantor shall execute and deliver to NSPW, without additional compensation, any additional documents needed to correct the legal description of the Easement Area to conform to the right of way actually occupied by the Facilities.
6. Entire Agreement. It is mutually understood and agreed that this Easement covers all agreements and stipulations between the parties and that no representation or statements, verbal or written, have been made modifying, adding to or changing the terms of this Easement.
7. Removal of Facilities. The rights granted in this Easement may be exercised at any time subsequent to the execution of this document and said rights shall continue until such time as NSPW, its successors and assigns have notified Grantor, its successors or assigns, that NSPW has abandoned and relinquishes its easement rights. Following such notification by NSPW, Grantor, its successors or assigns may require by written notification that NSPW remove all of its Facilities from the Easement Area at NSPW's expense, or if no notification is given, then NSPW may decide to abandon such Facilities in place. NSPW shall deliver a recordable release of easement to be recorded at the expense of Grantor or its successor or assigns.
8. Binding Effect. All provisions of this Easement, including the benefits and burdens, will be deemed to run with title to the Property and shall inure to the benefit of, and will be binding upon, the successors and assigns of Grantor and NSPW as fully as upon themselves.

Grantor has executed this Easement as of _____, 20 ____.

**Sawyer County, a municipal corporation and
county of the state of Wisconsin**

By:
Its:

By:
Its:

STATE OF WISCONSIN)
) ss.
COUNTY OF SAWYER)

Personally came before me as of _____, 20____, _____ and .
_____ to me known to be the _____ and _____
_____ of Sawyer County, a municipal corporation and county of the state of Wisconsin and
acknowledged that they executed the foregoing instrument on behalf of the company.

Notary Public, State of Wisconsin

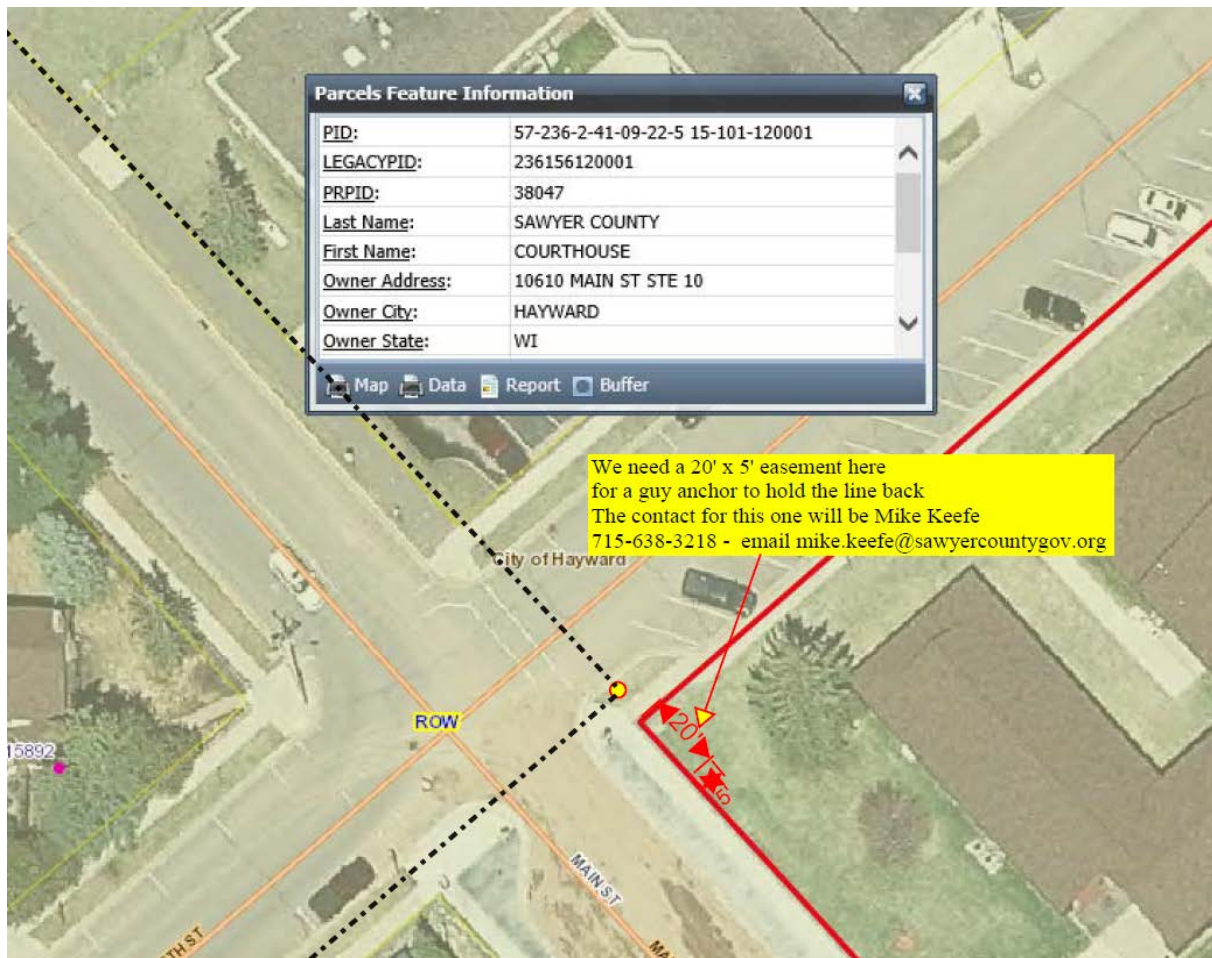
My Commission Expires: _____

This Instrument Drafted By:
Trevor Seely, an employee of Xcel Energy Services Inc.

Exhibit A
Legal Description of the Property

A parcel of property located in Lots 4, 5 and 6 and part of a vacated alley in Block 13 of the Original Plat of the Village (now City) of Hayward, all in the Northwest Quarter of the Southwest Quarter (NW ¼ SW ¼), Section 22, T41N, R9W, more particularly described as Outlot 1 of Certified Survey Maps, recorded in Volume 28 of Certified Surveys on page 106 as Document No. 338488, Survey No. 7217, all in the City of Hayward, Sawyer County, Wisconsin.

Temporary Exhibit B
Legal Description of the Easement Area



Xcel Energy
RIGHT-OF-WAY COMPENSATION WORKSHEET

Owner/Grantor: Sawyer County, County Courthouse

Address: 10610 Main St. Suite 10
Hayward, WI 54843

Legal Description: A parcel of property located in Lots 4, 5 and 6 and part of a vacated alley in Block 13 of the Original Plat of the Village (now City) of Hayward, all in the Northwest Quarter of the Southwest Quarter (NW ¼ SW ¼), Section 22, T41N, R9W, more particularly described as Outlot 1 of Certified Survey Maps, recorded in Volume 28 of Certified Surveys on page 106 as Document No. 338488, Survey No. 7217, all in the City of Hayward, Sawyer County, Wisconsin.

COMPENSATION CALCULATIONS

AREA	\$/Ac	% FMV	COMPENSATION
.0023 (20'*5'/43,560 sq ft = .0023 acres)	\$99,591.00	x 50%	= \$ 114.53

Minimum payment adjustment = \$500.00

TOTAL COMPENSATION = \$500.00

Accepted: (s) _____ Date: _____

By:
Its:

(s) _____ Date: _____

By:
Its:

Check # _____

Approved by: _____

Prepared by: Trevor Seely, a Land Rights Agent for Xcel Energy

r 12/13/98

SAWYER COUNTY LAND SALE

In compliance with section 75.69, Wisconsin Statutes, the Land, Water, and Forest Resources Committee of the Sawyer County Board of Supervisors will accept bids on the following parcels of county-owned land.

The Land, Water, and Forest Resources Committee of the Sawyer County Board of Supervisors reserves the right to accept or reject any or all bids. Sawyer County will not accept bids from property owners who owe delinquent taxes at the time of bidding. Parcels (and improvements thereto) are sold "as is" and are subject to any and all reservations, easements, and exceptions of record; and are subject to the provisions of Sawyer County zoning, sanitary code, and subdivision control ordinances and regulations, and to any and all federal, state, and local government laws and regulations. By applying for purchase of parcels included in this list the successful applicant agrees to hold Sawyer County harmless for any and all costs and expenses that might be required for procurement of evidence of title, property boundaries, access rights and/or development of said access, and for the condition of the land and/or improvements thereto. The buyer is responsible for inspection of the property prior to the sale. Sawyer County does not guarantee title, acreage, access rights, location of property boundaries, or condition of the land and/or improvements thereto. Sawyer County will issue only quit claim deeds, conveying only whatever interest Sawyer County has in each parcel, upon sale of the parcels, and will reserve any existing road right-of-way and flowage easements. Acreage amounts listed for each parcel in the tax roll and on the land sale list, and tax parcel map depictions of parcels may not be accurate and are not guaranteed by Sawyer County.

Legacy Parcel Identification Number	Parcel ID Number	Abbreviated Legal Description	Section/Town /Range	Approx. Acreage	Minimum Bid \$
		TOWN OF BASS LAKE			
29. 002-940-08-4403	3007	Part SE ¼ SE ¼	8.40.9	2.76	\$31,600
		TOWN OF ROUND LAKE			
35. 024-741-34-4203	26299	Prt NW ¼ SE ¼, Lot 1, CSM 18/120 #5347	34.41.7	2.01	\$77,700
		TOWN OF SPIDER LAKE			
36. 028-642-20-1417	30188	Part SE ¼ NE ¼	20.42.6	.98	\$10,200
		TOWN OF WEIRGOR			
37. 030-190-02-1300	31488	Village of Weirgor, Prt Lots 13-15, Blk 2	17.37.7	.469	\$4,000
		VILLAGE OF EXELAND			
41. 121-737-21-4305	36965	Part SW ¼ SE ¼	21.37.7	.160	\$25,300
		VILLAGE OF RADISSON			
43. 176-171-19-0800	37180	Lots 8-11, Block 19, 1st Addition	22.38.7	.32	\$10,500
		VILLAGE OF WINTER			
44. 190-142-00-2800	37298	Lot 28 Kinsley's Addition to the Village of Winter	33.39.5	.35	\$5,500
45. 190-190-05-1000	37376	Lot 10, Block 5, Village of Winter, Original Plat	32.39.5	.180	\$26,000
46. 190-539-32-1204	37430	Prt NW ¼ NE ¼, Lot 3, CSM 4/348 #854	32.39.5	.33	\$14,600

3/11/2022 11:16 AM

Sawyer County owns additional lots in the <u>Northwoods Beach Subdivision</u> and will sell at estimated fair market value established for such lots by the town assessor					
Legacy Parcel Identification Number	Parcel ID Number	Abbreviated Legal Description	Section/Town /Range	Approx. Acreage	Minimum Bid \$
TOWN OF BASS LAKE					
01. 002-103-13-2000	98	Abendpost Beach Subdivision, Lot 20, Block 13	30.40.8	.069	\$ 300
03. 002-103-24-1800	171	Abendpost Beach Subdivision, Lots 18 & 19, Block 24	30.40.8	.138	\$ 600
04. 002-106-09-0700	262	Abendpost Beach Subdivision, 1st Addition, Lot 7, Block 9	31.40.8	.236	\$ 1100
05. 002-109-02-1900	385	Abendpost Beach Subdivision, 2 nd Addition, Lots 19-28, Incl, Block 2	31.40.8	.689	\$ 9,600
06. 002-109-10-1900	420	Abendpost Beach Subdivision, 2 nd Addition, Lots 19 & 20, Block 10	31.40.8	.138	\$ 600
10. 002-136-08-2600	1025	Dixon Beach Subdivision, Lot 26, Block 8	30.40.8	.069	\$ 300
11. 002-136-09-3500	1035	Dixon Beach Subdivision, Lots 35 and 36, Block 9	30.40.8	.138	\$ 600
12. 002-136-10-2100	1039	Dixon Beach Subdivision, Lots 21 and 22, Block 10	30.40.8	.138	\$ 600
13. 002-145-15-2300	1278	Janesville Beach Subdivision, Lots 23, 24, and 25, Block 15	30.40.8	.207	\$ 900
14. 002-145-15-2900	1282	Janesville Beach Subdivision, Lot 29, Block 15	30.40.8	.069	\$ 300
15. 002-157-04-0900	1404	Malar Beach Subdivision, Lots 9, 10, and 11, Block 4	30.40.8	.207	\$ 900
16. 002-157-17-0800	1490	Malar Beach Subdivision, Lot 8, Block 17	30.40.8	.069	\$ 300
17. 002-157-17-2800	1493	Malar Beach Subdivision, Lot 28, Block 17	30.40.8	.069	\$ 300
24. 002-157-03-1001	43971	Malar Beach Subdivision, Lots 10-19, Incl, Blk 3 & Lots 29-38, Incl, Blk 3	30.40.8	1.379	\$14,900

3/11/2022 11:16 AM

Real Estate Sawyer County Property Listing

Today's Date: 4/5/2022

Property Status: Current

Created On: 2/6/2007 7:55:02 AM



Description

Updated: 3/4/2022

Tax ID:	1282
PIN:	57-002-2-40-08-30-5 15-149-152900
Legacy PIN:	002145152900
Map ID:	-10.15.29
Municipality:	(002) TOWN OF BASS LAKE
STR:	S30 T40N R08W
Description:	JANESVILLE BEACH LOT 29 BLK 15
Recorded Acres:	0.069
Calculated Acres:	0.069
Lottery Claims:	0
First Dollar:	No
Zoning:	(RR2) Residential/Recreational Two
ESN:	445



Tax Districts

Updated: 2/6/2007

1	State of Wisconsin
57	Sawyer County
002	Town of Bass Lake
572478	Hayward Community School District
001700	Technical College



Recorded Documents

Updated: 1/31/2014

JUDGMENT

Date Recorded: 10/21/1982 184460 344/160



Ownership

Updated: 3/4/2022

SAWYER COUNTY HAYWARD WI

Billing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843

Mailing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843



Site Address * Indicates Private Road

N/A



Property Assessment

Updated: 2/6/2007

2022 Assessment Detail

Code	Acres	Land	Imp.
X3-EXEMPT COUNTY	0.069	0	0

2-Year Comparison

	2021	2022	Change
Land:	0	0	0.0%
Improved:	0	0	0.0%
Total:	0	0	0.0%



Property History

N/A

APPLICATION TO PURCHASE COUNTY- OWNED LAND

SAWYER COUNTY TREASURER'S OFFICE
P.O. BOX 935
HAYWARD, WI 54843-0935
715-634-4868

Rezcue337 llc J.Lee

PLEASE PRINT THE FULL NAME(S) AS YOU WANT IT LISTED ON THE DEED

N6795 539th st

Menomonie, WI, 54751

ADDRESS

CITY, STATE, ZIP

612-503-6086

leejor@my.uwstout.edu

PHONE NUMBER

EMAIL ADDRESS

I HEREBY APPLY FOR THE PURCHASE OF ITEM NUMBER 14 INDICATED ON THE SAWYER COUNTY LAND SALE LIST DATED 2021 DESCRIBED AS FOLLOWS:

Janesville Beach Lot 29 blk15 30.40.8 .069

DESCRIPTION

SECTION TWSHP RANGE

ACRES

002-145-15-2900

1282

LEGACY PIN #

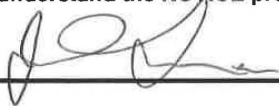
PARCEL ID #

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY TREASURER, IN THE AMOUNT OF \$ 337.00 usd WHICH IS AT LEAST THE AMOUNT OF THE MINIMUM BID AT THE LAST ADVERTISED LAND SALE.

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY REGISTER OF DEEDS, IN THE AMOUNT OF \$30.00 FOR THE RECORDING FEE.

I have read and understand the NOTICE provision as printed below.

Jordan Lee



Jordan Lee

3/20/22

SIGNATURE

PLEASE PRINT NAME

Jordan Lee

DATE

NOTICE

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The buyer is responsible for inspection of property prior to the sale. Sawyer County does not guarantee title, acreage, access rights, location of property boundaries, or condition of the land and/or improvements thereto. Sawyer County will issue only quit claim deeds, conveying only whatever interest Sawyer County has in each parcel, upon sale of the parcels, and will reserve any existing road right-of-way and flowage easements. Acreage amounts listed for each parcel in the tax roll and on the land sale list, and tax parcel map depictions of parcels may not be accurate and are not guaranteed by Sawyer County.

3/11/2022 11:17 AM
C:\Users\jlee\Documents\Treasurer\2022\LAND SALE\CTC APPLICATION\2022-14-11

SAWYER COUNTY LAND SALE

In compliance with section 75.69, Wisconsin Statutes, the Land, Water, and Forest Resources Committee of the Sawyer County Board of Supervisors will accept bids on the following parcels of county-owned land.

The Land, Water, and Forest Resources Committee of the Sawyer County Board of Supervisors reserves the right to accept or reject any or all bids. Sawyer County will not accept bids from property owners who owe delinquent taxes at the time of bidding. Parcels (and improvements thereto) are sold "as is" and are subject to any and all reservations, easements, and exceptions of record; and are subject to the provisions of Sawyer County zoning, sanitary code, and subdivision control ordinances and regulations, and to any and all federal, state, and local government laws and regulations. By applying for purchase of parcels included in this list the successful applicant agrees to hold Sawyer County harmless for any and all costs and expenses that might be required for procurement of evidence of title, property boundaries, access rights and/or development of said access, and for the condition of the land and/or improvements thereto. The buyer is responsible for inspection of the property prior to the sale. Sawyer County does not guarantee title, acreage, access rights, location of property boundaries, or condition of the land and/or improvements thereto. Sawyer County will issue only quit claim deeds, conveying only whatever interest Sawyer County has in each parcel, upon sale of the parcels, and will reserve any existing road right-of-way and flowage easements. Acreage amounts listed for each parcel in the tax roll and on the land sale list, and tax parcel map depictions of parcels may not be accurate and are not guaranteed by Sawyer County.

Legacy Parcel Identification Number	Parcel ID Number	Abbreviated Legal Description	Section/Town /Range	Approx. Acreage	Minimum Bid \$
		TOWN OF BASS LAKE			
29. 002-940-08-4403	3007	Part SE ¼ SE ¼	8.40.9	2.76	\$31,600
		TOWN OF ROUND LAKE			
35. 024-741-34-4203	26299	Prt NW ¼ SE ¼, Lot 1, CSM 18/120 #5347	34.41.7	2.01	\$77,700
		TOWN OF SPIDER LAKE			
36. 028-642-20-1417	30188	Part SE ¼ NE ¼	20.42.6	.98	\$10,200
		TOWN OF WEIRGOR			
37. 030-190-02-1300	31488	Village of Weirgor, Prt Lots 13-15, Blk 2	17.37.7	.469	\$4,000
		VILLAGE OF EXELAND			
41. 121-737-21-4305	36965	Part SW ¼ SE ¼	21.37.7	.160	\$25,300
		VILLAGE OF RADISSON			
43. 176-171-19-0800	37180	Lots 8-11, Block 19, 1st Addition	22.38.7	.32	\$10,500
		VILLAGE OF WINTER			
44. 190-142-00-2800	37298	Lot 28 Kinsley's Addition to the Village of Winter	33.39.5	.35	\$5,500
45. 190-190-05-1000	37376	Lot 10, Block 5, Village of Winter, Original Plat	32.39.5	.180	\$26,000
46. 190-539-32-1204	37430	Prt NW ¼ NE ¼, Lot 3, CSM 4/348 #854	32.39.5	.33	\$14,600

3/11/2022 11:16 AM

Sawyer County owns additional lots in the <u>Northwoods Beach Subdivision</u> and will sell at estimated fair market value established for such lots by the town assessor					
Legacy Parcel Identification Number	Parcel ID Number	Abbreviated Legal Description	Section/Town /Range	Approx. Acreage	Minimum Bid \$
TOWN OF BASS LAKE					
01. 002-103-13-2000	98	Abendpost Beach Subdivision, Lot 20, Block 13	30.40.8	.069	\$ 300
03. 002-103-24-1800	171	Abendpost Beach Subdivision, Lots 18 & 19, Block 24	30.40.8	.138	\$ 600
04. 002-106-09-0700	262	Abendpost Beach Subdivision, 1st Addition, Lot 7, Block 9	31.40.8	.236	\$ 1100
05. 002-109-02-1900	385	Abendpost Beach Subdivision, 2 nd Addition, Lots 19-28, Incl, Block 2	31.40.8	.689	\$ 9,600
06. 002-109-10-1900	420	Abendpost Beach Subdivision, 2 nd Addition, Lots 19 & 20, Block 10	31.40.8	.138	\$ 600
10. 002-136-08-2600	1025	Dixon Beach Subdivision, Lot 26, Block 8	30.40.8	.069	\$ 300
11. 002-136-09-3500	1035	Dixon Beach Subdivision, Lots 35 and 36, Block 9	30.40.8	.138	\$ 600
12. 002-136-10-2100	1039	Dixon Beach Subdivision, Lots 21 and 22, Block 10	30.40.8	.138	\$ 600
13. 002-145-15-2300	1278	Janesville Beach Subdivision, Lots 23, 24, and 25, Block 15	30.40.8	.207	\$ 900
14. 002-145-15-2900	1282	Janesville Beach Subdivision, Lot 29, Block 15	30.40.8	.069	\$ 300
15. 002-157-04-0900	1404	Malar Beach Subdivision, Lots 9, 10, and 11, Block 4	30.40.8	.207	\$ 900
16. 002-157-17-0800	1490	Malar Beach Subdivision, Lot 8, Block 17	30.40.8	.069	\$ 300
17. 002-157-17-2800	1493	Malar Beach Subdivision, Lot 28, Block 17	30.40.8	.069	\$ 300
24. 002-157-03-1001	43971	Malar Beach Subdivision, Lots 10-19, Incl, Blk 3 & Lots 29-38, Incl, Blk 3	30.40.8	1.379	\$14,900

3/11/2022 11:16 AM

Real Estate Sawyer County Property Listing

Today's Date: 4/5/2022

Property Status: Current

Created On: 2/6/2007 7:55:02 AM



Description

Updated: 3/4/2022

Tax ID:	1278
PIN:	57-002-2-40-08-30-5 15-149-152300
Legacy PIN:	002145152300
Map ID:	-10.15.23-25
Municipality:	(002) TOWN OF BASS LAKE
STR:	S30 T40N R08W
Description:	JANESVILLE BEACH LOTS 23-25 BLK 15
Recorded Acres:	0.207
Calculated Acres:	0.207
Lottery Claims:	0
First Dollar:	No
Zoning:	(RR2) Residential/Recreational Two
ESN:	445



Tax Districts

Updated: 2/6/2007

1	State of Wisconsin
57	Sawyer County
002	Town of Bass Lake
572478	Hayward Community School District
001700	Technical College



Recorded Documents

Updated: 2/2/2010

IN REM JUDGMENT	
Date Recorded: 8/17/2000	285933 713/352
IN REM JUDGMENT	
Date Recorded: 12/8/1980	176506 325/216



Ownership

Updated: 3/4/2022

SAWYER COUNTY	HAYWARD WI
----------------------	-------------------

Billing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843

Mailing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843



Site Address * indicates Private Road

N/A



Property Assessment

Updated: 5/20/2010

2022 Assessment Detail

Code	Acres	Land	Imp.
X3-EXEMPT COUNTY	0.207	0	0

2-Year Comparison

	2021	2022	Change
Land:	0	0	0.0%
Improved:	0	0	0.0%
Total:	0	0	0.0%



Property History

N/A

APPLICATION TO PURCHASE COUNTY- OWNED LAND

SAWYER COUNTY TREASURER'S OFFICE
P.O. BOX 935
HAYWARD, WI 54843-0935
715-634-4868

Rezcue337 llc J.Lee

PLEASE PRINT THE FULL NAME(S) AS YOU WANT IT LISTED ON THE DEED

N6795 539th st

Menomonie, WI, 54751

ADDRESS

CITY, STATE, ZIP

612-503-6086

leejor@my.uwstout.edu

PHONE NUMBER

EMAIL ADDRESS

I HEREBY APPLY FOR THE PURCHASE OF ITEM NUMBER 13 INDICATED ON THE SAWYER COUNTY LAND SALE LIST DATED 2021 DESCRIBED AS FOLLOWS:

Janesville Beach Lots 23,24,25 30.40.8

.207

DESCRIPTION

SECTION TWNShP RANGE

ACRES

002-145-15-2300

1278

LEGACY PIN #

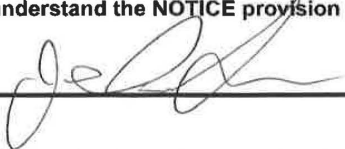
PARCEL ID #

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY TREASURER, IN THE AMOUNT OF \$ 1011.00 usd WHICH IS AT LEAST THE AMOUNT OF THE MINIMUM BID AT THE LAST ADVERTISED LAND SALE.

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY REGISTER OF DEEDS, IN THE AMOUNT OF \$30.00 FOR THE RECORDING FEE.

I have read and understand the NOTICE provision as printed below.

Jordan Lee



Jordan Lee

3/20/22

SIGNATURE

PLEASE PRINT NAME

Jordan Lee

DATE

NOTICE

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3/11/2022 11:17 AM

\\sawyer\Documents\Treasurer\2022-2023 LAND SALE CTS APPLICATION 2022-2023

SAWYER COUNTY LAND SALE

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		TOWN OF SPIDER LAKE			
36. 028-642-20-1417	30188	Part SE ¼ NE ¼	20.42.6	.98	\$10,200
		TOWN OF WEIRGOR			
37. 030-190-02-1300	31488	Village of Weirgor, Prt Lots 13-15, Blk 2	17.37.7	.469	\$4,000
		VILLAGE OF EXELAND			
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		VILLAGE OF RADISSON			
43. 176-171-19-0800	37180	Lots 8-11, Block 19, 1st Addition	22.38.7	.32	\$10,500
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45. 190-190-05-1000	37376	Lot 10, Block 5, Village of Winter, Original Plat	32.39.5	.180	\$26,000
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3/11/2022 11:16 AM

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03. 002-103-24-1800	171	Abendpost Beach Subdivision, Lots 18 & 19, Block 24	30.40.8	.138	\$ 600
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05. 002-109-02-1900	385	Abendpost Beach Subdivision, 2 nd Addition, Lots 19-28, Incl, Block 2	31.40.8	.689	\$ 9,600
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12. 002-136-10-2100	1039	Dixon Beach Subdivision, Lots 21 and 22, Block 10	30.40.8	.138	\$ 600
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3/11/2022 11:16 AM

Real Estate Sawyer County Property Listing

Today's Date: 4/5/2022

Property Status: Current

Created On: 2/6/2007 7:55:01 AM



Description

Updated: 3/4/2022

Tax ID:	171
PIN:	57-002-2-40-08-30-5 15-155-241800
Legacy PIN:	002103241800
Map ID:	-12.24.18 & 19
Municipality:	(002) TOWN OF BASS LAKE
STR:	S30 T40N R08W
Description:	ABENDPOST BEACH LOTS 18 & 19 BLK 24
Recorded Acres:	0.138
Calculated Acres:	0.138
Lottery Claims:	0
First Dollar:	No
Zoning:	(RR1) Residential/Recreational One
ESN:	445



Tax Districts

Updated: 2/6/2007

1	State of Wisconsin
57	Sawyer County
002	Town of Bass Lake
572478	Hayward Community School District
001700	Technical College



Recorded Documents

Updated: 8/11/2017

JUDGMENT

Date Recorded: 8/8/2017

408042

QUIT CLAIM DEED

Date Recorded: 8/11/1969

131902 220/594



Ownership

Updated: 3/4/2022

SAWYER COUNTY	HAYWARD WI
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Billing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843

Mailing Address:

SAWYER COUNTY
10610 MAIN ST STE 10
HAYWARD WI 54843



Site Address * Indicates Private Road

N/A



Property Assessment

Updated: 5/29/2018

2022 Assessment Detail

Code	Acres	Land	Imp.
X3-EXEMPT COUNTY	0.138	0	0

2-Year Comparison

	2021	2022	Change
Land:	0	0	0.0%
Improved:	0	0	0.0%
Total:	0	0	0.0%



Property History

N/A

APPLICATION TO PURCHASE COUNTY- OWNED LAND

SAWYER COUNTY TREASURER'S OFFICE
P.O. BOX 935
HAYWARD, WI 54843-0935
715-634-4868

Rezcue337 llc J.Lee

PLEASE PRINT THE FULL NAME(S) AS YOU WANT IT LISTED ON THE DEED

N6795 539th st

Menomonie, WI, 54751

ADDRESS

CITY, STATE, ZIP

612-503-6086

leejor@my.uwstout.edu

PHONE NUMBER

EMAIL ADDRESS

I HEREBY APPLY FOR THE PURCHASE OF ITEM NUMBER 3 INDICATED ON THE SAWYER COUNTY LAND SALE LIST DATED 2021 DESCRIBED AS FOLLOWS:

Abendpost Beach Lots 18&19 30.40.8 .138

DESCRIPTION

SECTION TWNShp RANGE

ACRES

002-103-24-1800

171

LEGACY PIN #

PARCEL ID #

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY TREASURER, IN THE AMOUNT OF \$674.00 usd WHICH IS AT LEAST THE AMOUNT OF THE MINIMUM BID AT THE LAST ADVERTISED LAND SALE.

I AM SUBMITTING PAYMENT, MADE PAYABLE TO THE SAWYER COUNTY REGISTER OF DEEDS, IN THE AMOUNT OF \$30.00 FOR THE RECORDING FEE.

I have read and understand the NOTICE provision as printed below.

Jordan Lee



Jordan Lee

3/20/22

SIGNATURE

PLEASE PRINT NAME

Jordan Lee

DATE

NOTICE

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3/11/2022 11:17 AM
Sawyer County Treasurer's Office and Sale Application Form

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Resolution 2022-_____

**RESOLUTION TO CARRYOVER FUNDS FROM THE 2021 SHERIFF DEPARTMENT
BUDGET TO THE 2022 SHERIFF DEPARTMENT BUDGET**

WHEREAS, the Sawyer County Board of Supervisors approved appropriating \$13,922 in the 2021 Sheriff Department budget for mobile data computers and uniforms; and,

WHEREAS, the purchases have been delayed beyond the 2021 calendar year due to the unforeseen nationwide supply chain issues; and,

WHEREAS, the Sheriff Department is requesting a carryover of the unspent funds, \$13,922, to the 2022 Sheriff Department budget to pay for the purchases.

NOW, THEREFORE, BE IT RESOLVED, the County Board determines the following:

- 1. Recitals. The recitals set forth above are true and correct, and are hereby incorporated into this Resolution.
- 2. Approval of Sheriff Department Carryover. The County Board hereby approves a carryover of unspent funds from the 2021 Sheriff Department budget to the 2022 Sheriff Department budget (100-35-52110).
- 3. Health, Welfare and Safety. The County’s approval of this Resolution is beneficial to the health, welfare and safety of the County’s residents, taxpayers and visitors.

BE IT FURTHER RESOLVED, that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

FISCAL IMPACT: None - Carryover of Funds

Recommended for adoption by the Sawyer County Board of Supervisors at its meeting on April 21, 2022, by this Sawyer County Finance Committee on April 14, 2022.

_____ Bruce Paulsen, Chair	_____ Ron Kinsley, Vice Chair
_____ Dawn Petit, Member	_____ Tom Duffy, Member
_____ Stacey Hessel, Member	

33

34 This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 21st day of April,
35 2022.

36

37

38 Tweed Shuman,

Lynn Fitch,

39 Sawyer County Board of Supervisors Chairman

Sawyer County Clerk

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SAWYER COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. _____

WHEREAS, the American Rescue Plan Act ("ARPA") established the Local Fiscal Recovery Fund ("LFRF"), which distributes funds ("ARPA Funds") to provide support to recipients in their efforts to mitigate the economic and public health impacts of COVID-19 on their communities;

WHEREAS, Sawyer County (the "County") is the recipient of awards distributed via ARPA and LFRF to the County ("ARPA Funds");

WHEREAS, the County must comply with all federal requirements in the use of its ARPA Funds;

WHEREAS, Interim Final Rule implementing ARPA, 31 CFR Sec. 35.6, Eligible Uses, sets forth four (4) categories of eligible uses for which the County may use its ARPA Funds: (1) to respond to the public health emergency with respect to COVID-19 pandemic or its negative economic impacts; (2) premium pay; (3) revenue loss; and (4) investments in infrastructure.

WHEREAS, the County has reviewed a proposal for the purchase of certain goods and/or services, as more fully described in Exhibit A, which is attached hereto and incorporated herein (the "Purchase");

WHEREAS, the contents of this Resolution and the Purchase of Service were discussed at the County Finance Committee meeting on April 14, 2022, and the County Finance Committee voted to recommend to the County Board that it adopt this Resolution and complete the Purchase of Service;

WHEREAS, the County Board then discussed this Resolution and the Purchase of Service at its meeting on April 21, 2022.

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

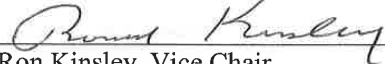
1. Recitals. The Recitals set forth above are true and accurate, and are therefore incorporated into the Resolution and shall be used not just for reference.
2. Approval of Purchase of Service. The County Board hereby approves the Purchase of Service described in Exhibit A.
3. Additional Steps and Purchases. The County Board hereafter approves any additional steps necessary to accomplish the Purchase of Service.

- 47 4. Health, Welfare and Safety. The County Board hereby determines
48 that completion of the Purchase of Service with ARPA Funds is in the
49 best interest of addressing negative economic impacts of its citizens
50 and visitors.
51

52
53 Fiscal Impact: \$5,000 from ARPA Funds 2022 Budget
54
55

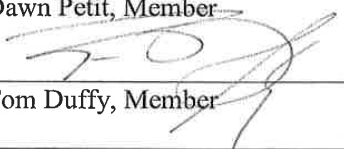
56
57 This Resolution is recommended for adoption by the Sawyer County Board of Supervisors at its
58 meeting on April 21, 2022, by this Sawyer County Finance Committee on this April 21, 2022.
59

60
61 _____
62 Bruce Paulsen, Chair

60 
61 _____
62 Ron Kinsley, Vice Chair

63
64 _____
65 Dawn Petit, Member

63
64 _____
65 Stacey Hessel, Member

66 
67 _____
68 Tom Duffy, Member

69
70 This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 21st day of
71 April, 2022.
72

73
74 _____
75 Sawyer County Board of Supervisors Chairman

73
74 _____
75 Lynn Fitch,
76 Sawyer County Clerk

77
78 Exhibit A – Civil Air Patrol Request.

**Sawyer County
ARPA Purchase Request Form**

Please use this form to request ARPA funds for a project or good/service.

Prepared By: Alan R. Foeckler Total Cost: \$ 5-7,500⁰⁰
Department: CIVIL AIR PATROL Estimated Period of Performance: _____
Date: 4/14/22 Department Head Signature: _____

1. Describe how this project or good/service addresses a negative impact due to the Covid pandemic and provide the reasoning/research behind your determination. If needed, please include the page number on the U.S. Treasury Interim Final Rule that states this is an eligible expense.

COVID IMPACTED US BY NOT ALLOWING OUR PROGRAM TO
FUND RAISE IN YEAR(S) 2020 AND 2021 - MOST OF OUR FUND
RAISERS INVOLVE INTERACTION WITH THE PUBLIC.

OUR MAIN EVENT IS THE ANNUAL PANCAKE FEED IN JULY -
THIS EVENT USUALLY NETS OUR PROGRAM 2,500 to 3200 per year
WHICH WE RELY ON FOR OUR OVERHEAD.

2. If this purchase is for a project to address a negative impact due to the Covid pandemic, please include staff that may be administering and managing the project as well as a breakdown of expenses. If needed, please attach a supplemental excel/word file.

WE DREW DOWN OUR RESERVES TO MAINTAIN OUR
PROGRAM AND PLAN ON RESUMING FULL ACTIVITIES IF
THERE IS NO FLARE UP WITH COVID OR RESTRICTIONS DUE
TO THAT.

CURRENTLY WE DO NOT HAVE INTERNET OR PHONE SERVICE
SO WE HOPE TO RESTORE THAT IMMEDIATELY.

Comments: WE WILL USE THIS RESOURCE TO Alan R. Foeckler, Lt Col. CAP.
MAKE UP THE GROUND WE LOST TO CONTINUE 715-699-3246
OUR SERVICE TO THE COMMUNITY.

Section To Be Completed by Administration

Approved By: _____ Date: _____
County Administrator

Approved By: _____ Date: _____
Accounting

Summary of Personnel Policy Manual Proposed Updates – March 2022

Updated timekeeping policy to reflect electronic punching – page 8

Changed who to give personal date change form to – page 25

Service animal policy – page 33

Forms is on website, not an appendix – page 60

Corrected formatting – page 61

Added department head approval for vacation carryover requests – page 63

Corrected date of sick leave accrual to the 15th of each month – page 63

Changed formatting and added new employees hired after November 30 of each year will get their first floating holiday the next calendar year – page 65

Corrected wording re retiree benefits for health insurance and Medicare eligibility – page 67

I am attaching the referenced pages with proposed changes in **RED**.

If you would like to view the entire policy manual, it can be found here:

<https://www.sawyercountygov.org/DocumentCenter/View/8317/Proposed-2022-Personnel-Policy-Manual>

TIMEKEEPING

1. Purpose. To provide time reporting requirements for all employees of Sawyer County.
2. Policy. This policy provides each department the information needed to accurately record and submit their time electronically or paper if still awaiting conversion to electronically-sheets.
3. Procedures. The pay period covers fourteen consecutive days beginning on a Sunday and ending on the second Saturday. The usual pay period is 70 to 80 hours.

Each employee is responsible for and accurately recording their own time on a daily basis.

Electronic or paper Time sheets must show all time worked and absence from work with appropriate benefit leave incurred for the pay period.

Employees will electronically clock in and out or mark their time sheets with actual time in and time out for the purpose of computing regular hours.

Paper Time sheets should not be completed in advance unless you will be absent for the time period a time sheet covers or if there is a holiday that conflicts with payroll entry.

Employees on official business outside the normal work schedule should note it on their timekeeping records.

Supervisors will review time records for accuracy and completeness and verify overtime entries prior to submission for data input, sign the timesheet and forward to Payroll.

Employee and supervisor need to approve every time entry prior to payroll processing.

4. Overtime and Compensatory Time. Overtime and compensatory time earned must be approved in advance by the supervisor to whom the employee reports unless it is an emergency situation; if not, an employee is not authorized to work the overtime or compensatory time.

All overtime or compensatory time earned must be recorded on the time sheet, either electronically or on paper.

When an employee transfers to a different position, any compensatory time balance is paid at the time of the transfer.

Working unauthorized overtime or compensatory time may subject employees to disciplinary action

5. Time Worked. All employees are expected to record all hours worked to the nearest quarter hour (15 minutes).

Work time seven (7) minutes or less is to be rounded down to nearest one quarter hour; work time eight (8) minutes or more is rounded up to nearest one quarter hour.

Example: If you work 2 hours and 22 minutes you would record 2.25 hours. If you work 2 hours and 29 minutes you would record 2.50 hours.

The following provisions are included as time worked:

- a. Work Away From Premises or at Home. A non-exempt employee is not permitted to perform work away from the premises, job site, or at home, unless approved in advance in writing by his or her Department Director and the County Administrator. If approved, work performed off the premises, job site, or at home by a non-exempt employee will be

- counted as time worked. If an employee is a remote worker they are to clock in and out electronically to accurately reflect actual time worked.
- b. Break Time. Authorized rest periods of 15 minutes or less are counted as time worked.
 - c. Travel/Training Time. Travel and training time is to be considered and included in actual time worked. Time begins when departing for work destination if other than to County offices. Time ends when employee arrives back to starting position or to County office.
6. Time Not Worked. Per the Fair Labor Standards Act, Sawyer County does not count the following provisions as time worked:
- a. Paid Leave. Approved paid absences, including but not limited to paid time off, holiday pay, personal holiday leave, Family Medical Leave Act leave, military leave, jury and witness duty are not counted as time worked. All time off requests need to be entered electronically and approved by both the employee and department head.
 - b. Meal Periods. Uninterrupted time off for lunch or dinner is not counted as time worked.
 - c. All meal periods, paid or unpaid, should be noted accordingly on the time sheet
7. Exempt Employee Salaries. The salary paid by Sawyer County to salaried employees is specifically intended to compensate for their service to the County. By law, the predetermined amount cannot be reduced because of variations in the quality or quantity of the salaried employees work. Subject to limited exceptions, an exempt employee receives their full salary for any workweek in which the employee performs any work, regardless of the number of days or hours worked.

OVERTIME AND COMPENSATORY TIME

1. Purpose. To provide a consistent system for distributing overtime in compliance with the overtime-pay provisions of the Fair Labor Standards Act (FLSA).
2. Definitions. Each position is designated as either “Non-exempt” or “Exempt” from the federal Fair Labor Standards Act and state wage and hour laws. Employees should contact their supervisor if they are unsure of their position’s designation.
 - Non-Exempt. Positions that are paid on an hourly basis and are entitled to overtime pay for hours worked in excess of 40 hours per week.
 - Exempt. Positions that are generally paid on a salary basis and are excluded from specific provisions of federal and state wage and hour laws and are not eligible for overtime pay.
3. Overtime. **All overtime will need to be approved in advance by Supervisor and/or Department Director.**

Increased Work Hours (overtime) will be authorized by the Supervisor and/or Department Director.

- a. Non-exempt employees may receive pay for overtime hours. This will be paid at time and one half the hourly rate of pay for any hours worked in excess of 40 hours per week. The County may provide non-exempt employees with compensatory time instead of paying for overtime hours worked. Compensatory time will be provided in accordance with the requirements of State and Federal law.

PERSONAL DATA CHANGES

1. Purpose. To ensure accurate and up-to-date personal information is on file within County Administrator for all employees.
2. Policy. Each employee must promptly notify Sawyer County of any changes in personal data. Personal mailing addresses, telephone numbers, number and names of dependents, individuals to be contacted in the event of an emergency, educational accomplishments, marital status, certification achievements, and other such status reports must be accurate and current at all times. To provide such notice employees shall complete and submit the Personal Data Change form to ~~County Administrator.~~ human resources or payroll.
3. Change in Educational Accomplishments. Submit certificates received from trainings, transcripts from continuing education coursework, diplomas, or other educational materials obtained while employed by Sawyer County to County Administrator for placement in their personnel file.

Employees in positions that require renewal of licenses or certifications must provide updated copies to County Administrator upon expiration of the license or certification.

OUTSIDE EMPLOYMENT

1. Purpose. To ensure employees are not engaging in outside employment that conflicts with or affects performance of county duties.
2. Policy. Employees may hold outside employment as long as they continue to meet performance standards of their county position, and provided the outside employment does not create a conflict of interest with the county position or affects the performance of county duties.

Employees will be held to the same performance standards and work schedules, regardless of existing outside employment demands.

Outside employment that creates a conflict of interest is prohibited. The determination of whether a conflict of interest exists is the sole discretion of the employer.

Employees must make Supervisors or County Administrator aware of outside employment.

3. Prohibited Conduct. Use of county-assigned work number for any business purpose other than Sawyer County business.

Use of county-assigned telephones for incoming or outgoing telephone calls for outside employment purposes.

Storage of personal business records on county computers or use of any county equipment or property in conducting an outside business or outside employment.

CONFLICT OF INTEREST

1. Purpose. In order to ensure that County decisions be made in proper channels of the governmental structure; that public office not be used for improper personal gain, and that conflicts between private interests and public responsibilities be avoided, employees are expected to adhere to the following conflict of interest guidelines.

balance will be overtime (less any benefit time taken).

PERFORMANCE MANAGEMENT

1. Purpose. To improve employee performance, strengthen supervisor-employee relationships, and recognize employee accomplishments and good work. Employee performance management will be considered in decisions affecting placement, employment, salary adjustment, promotions, transfers, corrective action or discipline, reemployment, and training.
2. Policy. Employee's shall receive a written performance evaluation normally six (6) months after hire and annually thereafter. Performance evaluations may be considered in decisions affecting transfers, promotions, salary changes, demotions, layoff, dismissal and/or training. A copy of the performance evaluation shall be placed in the employee's personnel file located in the Human Resource/Administration Department.

Employees whose performance evaluation warrants further and immediate improvement may be subject to the successful completion of a Performance Improvement Plan.

SERVICE ANIMALS

1. Purpose. A service animal may accompany an employee with a disability at work if it is deemed as an acceptable reasonable accommodation. Under the ADA and the State of Wisconsin law, a service animal is an animal that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability.
2. Policy. If an employee with a disability requires the assistance of a 'service animal' as defined by Wis. State Statute 106.52(1)(fm), a service animal may accompany an employee with a disability at work if it is deemed to be an acceptable and reasonable accommodation under the Americans with Disabilities Act (ADA). An emotional support animal and comfort animal that is not trained to work or perform a task in support of a disability does not qualify as a service animal under this policy.
3. If the service animal is approved by the County Administrator or his/her designee, the employee will be permitted to bring a service animal to the office, provided the animal's presence does not create any health concerns or is a danger to others. The care of the service animal is solely the responsibility of the employee. Employees are responsible for the following:
 - a. Keeping animals under control at all times.
 - b. Any clean-up or damage to County property by their service animal.
 - c. Providing documentation proving the animal is up to date on vaccinations.
 - d. Having comprehensive liability insurance coverage covering potential injuries.
 - e. Having a way to transport the animal in the event it creates a health concern or is a danger to others at work.

prevent the Employee from complying with the original filing deadline. The decision of the County Administrator regarding a request for an extension of time shall be final and binding and not subject to appeal. Failure of the Office of County Administrator to receive a written request for hearing from the Employee within five (5) working days of the deadlines set forth above or any extension granted by the County Administrator shall constitute a waiver of the employee's right to use the grievance procedure and an abandonment of the grievance.

- E. Hearing Procedure. The selection of an Impartial Hearing Officer and hearing on a Workplace Safety violation shall be conducted in accordance with the Hearing Procedure in section 3.(D) above.
- F. Burden Of Proof; Impartial Hearing Officer's Decision; Remedies.
 - a. Burden Of Proof; Standard Of Review. The County bears the burden of proving by a preponderance of the evidence that the condition identified by the Employee does not constitute a Workplace Safety violation and that no corrective action is required. If the County does not meet its burden of proof, the Impartial Hearing Officer shall grant the grievance.
 - b. Decision. Unless otherwise agreed to by the parties, the Impartial Hearing Officer shall issue a written decision within ten (10) working days of the close of evidence. The decision of the Impartial Hearing Officer shall, at a minimum, contain a statement of: (a) the standard of review; (b) the particular workplace conditions that are implicated by the Workplace Safety grievance; (c) the Impartial Hearing Officer's findings as to whether a Workplace Safety violation exists; and (d) a remedy, if any.
 - c. Remedies. If the grievance is sustained, the Impartial Hearing Officer may order the County take corrective action in accordance with law to address the Workplace Safety violation. The Impartial Hearing Officer shall have no authority to require the County to take any specific corrective action or provide any specific remedy in response to the Workplace Safety violation.

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5. COUNTY BOARD APPEAL OF DISCIPLINE, TERMINATION AND WORKPLACE SAFETY MATTERS

- A. Who May File An Appeal. An appeal of the Impartial Hearing Officer's decision may be filed by the Employee or the County.
- B. Requesting An Appeal. An appeal may be initiated to the County Board by filing an appeal with the County Administrator on the form ~~attached as Appendix D~~ found on the Sawyer County website within five (5) working days of the date of the Impartial Hearing Officer's decision. Failure to file a written appeal by the filing deadline will result in the waiver of the right to an appeal and the outcome of the proceedings before the hearing officer shall be final.
- C. County Board Appeal. When the County Administrator receives a timely request for appeal, the County Administrator shall forward the appeal to the chair of the County Board along with a copy of the hearing record inclusive of any exhibits introduced at the grievance

hearing. The Chair shall schedule the appeal before the County Board for purposes of reviewing the hearing record and the Impartial Hearing Officer's decision as soon as reasonably possible. The County Board shall not take testimony, accept additional evidence, accept briefing, or otherwise conduct a hearing of any sort in relation to an appeal. The County Board may allow no more than twenty (20) minutes to the County and the Grievant to orally argue their respective position.

- D. Standard of Review. The Board may overturn or otherwise modify the Impartial Hearing Officer's decision if the County Board finds the decision of the Impartial Hearing Officer to be arbitrary, oppressive or unreasonable and represented his or her will and not judgment.
- E. Decision. The County Board shall deliver a written decision to the Employee and the County Administrator no later than ten (10) working days from the date of the County Board meeting. The written decision shall contain: (1) a statement of the issues; (2) findings along with an explanation as to why any findings differ from the Impartial Hearing Officer; and (3) a remedy, if applicable, along with an explanation as to why any remedy differs from the remedy granted by the hearing examiner.
- F. Remedies on Appeal; Discipline And Termination. The County Board may award the following remedies to the Employee on appeal in a matter involving Discipline or Termination: (a) reinstatement; (b) a lesser adverse employment action consisting of a suspension, reduction in the length of a suspension, written reprimand or documentation of employee acts and/or omissions in an employment file; (c) back pay; and (d) in the event of a reinstatement following termination, reimbursement of the County's applicable percentage of any payments made by the Employee for continuation of health insurance under the **Consolidated Omnibus Budget Reconciliation Act (COBRA)**. The Employee shall have a duty to mitigate damages and shall be required to submit proof of mitigation measures, if applicable.
- G. Remedies on Appeal; Workplace Safety. If the County Board determines on appeal that a violation of Workplace Safety has occurred, the County Board may order that corrective action be taken by the County according to law.
- H. Final Decision. The decision of the County Board shall be final. Any judicial review of the County Board's decision shall be only as provided by law

~~Final Decision. The decision of the County Board shall be final. Any judicial review of the County Board's decision shall be only as provided by law.~~

~~G. Final Decision. The decision of the County Board shall be final. Any judicial review of the County Board's decision shall be only as provided by law.~~

VIII. BENEFITS

Individual departments may require more advance notice for scheduled absences. Employees will follow written department procedures for requesting vacation if required. Vacation requests may be denied based on the needs of the department and the scheduled time off of other department employees.

Department Directors or designees may approve planned vacation requests of less than 24 hours' notice on a case by case basis.

Sheriff Department employees may submit vacation requests by December 1 of each year for the following calendar year. In case of conflict for vacation requests submitted prior to December 1, years of service shall prevail. Requests made after December 1 cannot bump approved vacation requests made prior to December 1.

In all cases of approved vacation, the County reserves the right to call an employee in to work from vacation in the event of emergency or other unforeseen circumstance.

Vacation will not accrue during unpaid leaves and vacation cannot be taken before it is earned. Employees will use all but one week combined total of accrued sick or vacation time to pay their portion of premiums while they are out on FMLA or Worker's Compensation leaves. Employees working a reduced schedule due to intermittent medical leave or work-related injury shall accrue vacation on a pro-rated basis.

The maximum amount of accrued vacation hours in an employee's vacation bank on their anniversary date may not exceed 5 days more than the yearly accrual. The time frame for which this carryover is to be used is at the discretion of the Department Directors. Any request to carry over more than the yearly accrual plus the 5 days of vacation will need to be submitted and approved by the Department Head and County Administrator.

7. Sick Leave and Accrual. Sick leave will accrue monthly for all eligible employees and will be added on the 15th the second pay period of the month. (7, 7.5 or 8 hours).

Employees will be granted sick leave with pay for illness, injury or physician's appointments. Unless on an approved FMLA leave, up to three days of sick leave per year may be used for immediate family illnesses. Employees will use all but one week combined total of accrued sick or vacation time to pay their portion of premiums while they are out on FMLA or Worker's Compensation leaves. Employees who are on partial paid leaves due to FMLA or Worker's Compensation shall accrue sick on a pro-rated basis.

Employees must report the use of sick leave at least one (1) hour prior to the start of the employee's scheduled shift, or as soon as practicable in cases of emergency or development of illness during the employee's work shift. Sheriff Department employees must report the use of sick leave at least four (4) hours prior to the start of the employee's scheduled shift. Individual departments may require more advance notice for unscheduled absences.

- If an employee is aware in advance that sick leave benefits will be needed, the employee must notify the Department Director as far in advance as possible in writing including the anticipated time/duration of the sick leave needed, the reason for the sick leave and the anticipate date of return to work. Medical certification must be provided upon return to work.
- For all employees, at the end of each calendar year, unused sick leave shall carry over and be added to the next year's accumulation until a maximum of the following has occurred:
 - o Employees hired before January 1, 2015 will accrue to a maximum of one hundred ten (110) days.

payment.

2. Holidays Observed. The following holidays will be observed.

New Year's Day	Friday before Easter
Memorial Day	Independence Day
Labor Day	Veterans Day
Thanksgiving Day	Day after Thanksgiving Day
Christmas Eve Day	Christmas Day
	1 Floating Holiday**
	** Floating Holiday is to be used and paid prior to the last pay date of the year**

The following holiday will be observed by non-represented law enforcement (Eight hours).

New Year's Day	Friday before Easter
Memorial Day	Independence Day
Labor Day	Veterans Day
Thanksgiving Day	Christmas Day
	3 Floating Holidays**
	Floating Holiday is to be used and paid prior to the last pay date of the year

3. Eligibility. Regular employees working thirty-five (35) or more hours per week are eligible for all the full-time benefits documented herein.

3.4. ****Employees hired after November 30 of any given year will receive their first floating holiday the next calendar year. Floating Holiday is to be used and paid prior to the last pay date of the year.**

Limited term, as needed part-time, and seasonal employees are not eligible for holiday pay.

In order to receive holiday pay, employees must work the day before and the day after each holiday with the exception of normal days off or paid time off. Employees who are in a partial pay status will receive pro-rated holiday pay.

4.5. Compensation. Employees will receive their regularly classified rate for their regularly scheduled number of hours for holiday pay one time per observed holiday except for the following:

- Regular part-time employees who work at least 50% are paid a pro-rated/percentage of full-time hours for holiday pay.
- Highway employees will receive 8 hours of holiday pay for any holiday falling during the time frame they are normally scheduled to work four (4) 10 hour days per week.
- Full-time jailers and dispatchers shall receive holiday payouts at 8 hours for each holiday one time per year (before December 15th) and full-time employees who are required to work on these days, shall be paid straight time for their regular hours worked.

7. Coverage upon separation. Employees separating employment will have insurance coverage through the month for which the employee premium was withheld.

Employees on unpaid leave or layoff, and qualified retired employees or their surviving spouses may continue insurance under the county plans, as long as the carrier permits, by remitting monthly premiums by check or money order to the County for the full premium amount. Insurance will be canceled if the employee or retiree fails to remit payment upon notice of delinquency.

Employees on FMLA and worker's compensation will continue to pay their contribution, but will be allowed a 30-day grace period to pay and the county will give a 15-day notice of intent to cancel.

Employees receiving worker's compensation payments will have the employer share of the health insurance premium paid by the County for the time the employee is on total temporary disability or partial temporary disability not to exceed twelve (12) months.

8. Waiver of Coverage. Any employee who is eligible to be covered by group health insurance who fails to apply for coverage by filling out the application within the time framed allowed will be considered to have waived coverage.

Any employee may elect to decline health insurance coverage by signing a waiver form and filing it with the payroll clerk. A waiver will be effective upon receipt by the payroll clerk.

9. Open Enrollment Period and Cancellation of Coverage. Each October the County Administrator Department will send out a letter of open enrollment period for health insurance for January 1 coverage changes each year.

Each October, any employee may change or cancel their benefits for January 1 the next year.

10. Insurance Continuation ("COBRA"). Under state law and the Federal Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") and subsequent amendments to the Act, employees covered under an employer's group health care plan are eligible for continuation of health care coverage under the group plan upon the employee's termination (except for gross misconduct) or reduction in hours. COBRA regulations also allow the employee's spouse and covered dependents to elect continuation coverage upon the employee's death, divorce or legal separation, an employee's entitlement to Medicare, a dependent's loss of dependent status under family coverage, or the employer's filing of a bankruptcy proceeding.

All employees, as well as their qualified dependents, will receive notice of mandated insurance continuation benefits at the time of hire or whenever the plan coverage for the employee begins. If a qualifying event occurs which entitles the employee and/or qualified dependents to continuation coverage, the plan administrator will notify the qualified beneficiaries of their right to elect continuation coverage. Unless otherwise agreed, continued participation is solely at the participant's expense.

11. Retiree Benefits. As allowed by the carrier, employees who were hired before January 1, 2015 and are enrolled in the County's health Insurance plan at the time of retirement and are at least age fifty-five (55) and have at least fifteen (15) years of service may continue in the plan, at their own expense, until the end of the month prior to the month the employee becomes eligible age-of-eligibility for Medicare or the expiration of continuation rights provided by state and federal law, whichever occurs later.

Employees who were hired on or after January 1, 2015 and retire are no longer eligible for insurance benefits under the County Plan.