

October 30, 2015

EXECUTIVE COMMITTEE MEETING
Douglas County Board of Supervisors
Monday, November 9, 2015, 5:00 p.m., Courthouse, Room 207C
1313 Belknap Street, Superior, Wisconsin

MEMBERS:	Doug Finn, Chair	Keith Allen	Nick Baker
	Mary Lou Bergman	Susan Hendrickson	Alan Jaques
	Kay Johnson	Mark Liebaert	Larry Quam

A G E N D A

(Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time.)

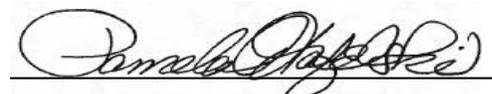
1. Roll call.
2. Approval of minutes of the April 13, 2015 meeting (attached).
3. Action: Douglas County Board of Supervisors Manual of Policies and Procedures:
 - a. Clarify required use of Approval for Travel Form (attached); and
 - b. Two-term rotation of committee chairs (attached).
4. Informational:
 - a. Review Douglas County Pesticide Ordinance – maintain or update (attached); and
 - b. Fairgrounds - report from Extension Education and Recycling Committee meeting.
5. Future agenda items.

NOTE: All County Board members are encouraged to attend.

ec: County Board Supervisors Department Managers K. Lundgren (web)
S. Nelson (Telegram) thecommunitychannel@yahoo.com
J. Anklam

NOTE: Attachments to agenda available in County Clerk's Office for viewing or copying, or on county's website www.douglascountywi.org Action may be taken on items on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request depending on the amount of notice we receive. TOO (715)395-7521.

Posted: Courthouse, Government Center, www.douglascountywi.org



Pamela A. Tafelski October 30, 2015

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Monday, April 13, 2015, 5:00 p.m., Courthouse, Room 207C
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Doug Finn.

ROLL CALL: Present – Keith Allen, Nick Baker, Mary Lou Bergman, Susan Hendrickson, Alan Jaques, Kay Johnson, Mark Liebaert, Larry, Quam, Doug Finn. Others present – Pat Ryan, Carolyn Pierce, Andy Lisak, Michele Wick, Keith Kesler, Marvin Finendale, Jon Harris, Susan Sandvick, Pamela Tafelski (Committee Clerk).

APPROVAL OF MINUTES: Motion by Allen, second Hendrickson, to approve August 5, 2014, meeting minutes. Motion carried.

ACTION ITEMS/REFERRALS:

Clarify Meeting Stipend Payments for Subcommittees of Non-County Boards, Committees, Etc.: Current policy was reviewed with proposed amended language. Mileage also not an allowable expense.

ACTION (RESOLUTION): Motion by Baker, second Hendrickson, to amend County Board Policies and Procedures, Meeting Stipend Payments, B. Approved Meetings, **(6) Stipends and mileage will not be paid for attendance at meetings of subcommittees of non-county boards or committees.** Motion carried unanimously.

From Public Safety Committee Recommending Unlocking of Courthouse First Floor North Entrance Door During Regular Courthouse Hours Requested by Securities and Facilities Committee: Reasons for re-opening the door are related to staff utilization and emergency/law enforcement personnel entrance if needed.

ACTION: Motion by Baker, second Quam, to approve unlocking of north entrance door to courthouse as recommended. Motion carried.

INFORMATIONAL:

Discussion Regarding Acquisition of Additional Land for Entry into County Forest Law: Questions have arisen about the benefits of acquiring additional land, the amount of land held in Forest Crop, and the tax roll implications of these purchases. Jon Harris, Forestry Department Manager, presented overview of the county's Comprehensive Land Use Plan, Chapter 400 – Land Use Policy and Annual Work Plan. Particular attention was paid to the criteria established in determining whether to consider purchase of additional land. The Comprehensive Land Use Plan is available on the county's website at <http://www.douglascountywi.org/index.aspx?NID=539>. Committee agreed to periodically review the status of land acquisitions.

Governor's Proposed State Budget (WCA Summary Attached – Resolutions May Result: Several resolutions are on upcoming County Board agenda. No specific items were addressed by committee members. Suggestion was made that Douglas County (et al.) exert pressure on WCA to assume a stronger leadership role and positions on legislative issues that specifically affect county government budgets, programs and services.

Resolution Opposing Changes to Wisconsin's Current Long-Term Care System: A resolution addressing family care, disability assistance, and long-term care programs, drafted by Pat Schanen and sponsored by several supervisors, is on April 16th County Board agenda.

Discussion Regarding Designating Land Conservation Committee as Standing Committee: Liebaert expressed concern that citizen members' votes are not reflected on resolutions submitted to County Board. Sandvick explained definition of a standing committee is that it be composed of County Board Supervisors. Citizen members can vote on a resolution at committee level, but the resolution must be presented by Supervisors who serve on the board or committee. This is the same for citizen members who serve on Health and Human Services Board and Extension Education and Recycling Committee.

FUTURE AGENDA ITEMS: Contact Finn, Sandvick or Tafelski with any agenda items. Policy is Executive Committee will meet quarterly, but only if agenda items require committee attention.

ADJOURNMENT: Motion by Allen, second Hendrickson, to adjourn. Motion carried. Adjourned at 6:12 p.m.

Submitted by,

Pamela Tafelski
Committee Clerk

COMPENSATION PLAN

A. Salaries

- (1) Each supervisor (excluding the County Board Chairperson) shall be paid \$3,000.00 per year in bi-weekly installments of \$115.38. The salaries referred to in this section shall be in addition to any claims for mileage and/or necessary expenses which may legally be allowed.
- (2) The County Board Chair shall receive a \$15,000.00 per year total compensation package, with the provision that the Chair has the discretion to elect to receive the \$15,000.00 in biweekly installments, or elect to split the compensation between a biweekly salary and payment of the full monthly premium for either the single or family health insurance plan.

B. Health Insurance

Individual supervisors may purchase a single or family plan at their own cost.

C. Mileage Reimbursement

In addition to the salary authorized above, each supervisor, including the County Board Chairperson, shall be reimbursed mileage at the IRS allowable rate for each attendance at a County Board meeting or for attendance at County Board committee meetings or special committee meetings of which they are a member, or other approved county business. Supervisors representing towns or villages are entitled to mileage reimbursement for attendance at up to two town/village board meetings per month, within their representative district. All supervisors are entitled to mileage reimbursement for attendance at Towns Association meetings. Mileage for travel relating to training, seminars and conventions is not to exceed \$1,500.00 per year for each supervisor, excluding the County Board Chair.

D. Per Diem and Meal Allowance

Each supervisor will receive \$50.00 per diem for out of county travel requiring overnight stay or \$25.00 per diem for out of county travel not requiring overnight stay, unless other compensation is being received, not to exceed \$400.00 per diem total per year, per supervisor. The County Board Chair is excluded from the \$400.00 per year cap. Each supervisor will receive \$5.00 for meal allowance if a meeting is over four hours long. A supervisor qualifies for a meal allowance payment if he or she is a member of the standing committee or was requested to attend by the respective standing committee or by the County Board Chairperson, but the four hour rule still applies.

In order to receive reimbursement for **out of county** travel expenses ~~other than those incurred for normal County Board committee business~~, an Approval for Travel Form must be completed prior to travel and approved by the County Board Chairperson (or Vice-Chairperson in the absence of the Chairperson).

COMMITTEE STRUCTURE

The purpose of the following procedures is to define the structure, purpose and duties of the County Board Committee system. All matters pertaining to Committee organization and membership and responsibilities shall be construed in favor of the declared will of the County Board in these rules, consistent with the intent of Section 59.03 of the Wisconsin Statutes (County Organization).

A. General Information

- (1) County Board committees will be appointed by the County Board Chairperson at the May County Board meeting following reorganization. Special committees under County Board jurisdiction will dissolve if not reappointed at this meeting. If necessary, vacancies on the County Board will be made by the Chairperson of the Board and vacancies on committees will be made by the Chairperson of the Board or County Administrator, as authorized. All appointments require County Board confirmation.
- (2) Each Committee shall be the public focal point for all programs and activities under the supervision and within its jurisdiction.
- (3) Each Committee shall be the governing body for all its functions and activities under its supervision and shall have the duty and responsibility to implement all appropriate provisions of State law and County Board policy.
- (4) A majority of any committee shall constitute a quorum for the transaction of business and the County Board Chairperson or a Vice Chairperson may make up a quorum.
- (5) The Committee Chair may speak on any issue and vote. The Committee Chair shall vote last in case of any roll call vote.
- (6) Committee coordination shall be the responsibility of the County Clerk or his or her designated agent to provide agenda, meeting and minutes assistance and follow-up on related matters.
- (7) The Chair of the Health and Human Services Board is required to be a County Board Supervisor.
- (8) **A supervisor may only serve two terms as a committee chair for a specific committee.**

1.17 PESTICIDE ORDINANCE

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DOUGLAS DOES ORDAIN AS FOLLOWS:

SECTION I. POLICY

The Douglas County Board of Supervisors recognizes that the use or misuse of pesticides may have profound affects upon indigenous flora and fauna, surface and ground water, as well as unintended effects upon persons frequenting treated areas for recreational or other purposes. Therefore, it is the express policy of Douglas County to refrain from the use of pesticides upon property it owns, uses or controls, excepting only those situations posing an imminent threat of serious injury to persons, property or agriculture, or where the proper use of pesticides will have a minimal impact upon the treated area, water resources or persons frequenting.

SECTION II. DEFINITIONS

A. "Pesticide" means any substance or mixture of substances labeled or intended for use or used for:

(a) Preventing, destroying, repelling or mitigating any insect, rodent, nematode, fungus, weed, or any other form of terrestrial or aquatic plant or animal life or virus, or other micro-organism (except viruses, bacteria or other micro-organisms on or in living persons or other living animals) declared to be a pest under federal or state law (7 U.S.C. Section 136 et seq., and regulations issued under those laws); or

(b) Defoliating plants, inhibiting plant growth or accelerating the drying of plant tissue.

B. "County lands" means any land in which Douglas County owns a fee simple interest.

C. "Sensitive areas" means all lands within 300 feet of lands incorporating schools, daycare centers, hospitals, medical clinics, nursing homes, playgrounds, parks or similar public areas or facilities, navigable waterways and wetlands.

SECTION III. USE OF PESTICIDES

A. No Douglas County Department shall use or authorize the use of pesticides except as permitted by this ordinance and upon prior approval given by its standing committee. No person may apply pesticides to County lands except upon prior approval

of the standing committee with jurisdiction. No standing committee shall approve the use of pesticides except at a duly noticed meeting of the body. Authorization for pesticide use shall not be given except upon consideration of the alternatives to pesticide use, potential property damage, potential effects upon ground or surface water, the proximity of the application to sensitive areas or other impacts upon the human environment, or any other factor the committee may choose to consider.

B. Any pesticide application authorized under this ordinance shall be administered in accordance with all state and federal statutes and applicable administrative regulations.

SECTION IV. POSTING

A. Whenever pesticides are to be applied to any County lands subject to this ordinance the responsible department or person shall post warning signs that meet the requirements of Paragraphs 3 and 4 herein at least 48 hours prior to application and shall be left in place for at least 72 hours after actual application or until expiration of any time of safe reentry as indicated by the pesticide label, whichever is longer.

B. Posting is not required if pesticides are to be applied to an area that is sufficiently fenced or secured to prevent access to anyone other than Douglas County personnel except as provided in paragraph 6 of this section.

C. All signs required under this Section shall be at least 8½" X 11" in size. Signs shall be attached to the upper portion of a dowel or other supporting device so that the bottom of the sign is not less than 12" and the top of the sign is not more than 48" above the ground. The signs shall be of rigid material substantial enough to be easily read for at least the length of time required after application under Paragraph 1 in all weather conditions.

D. All signs under this Section shall contain red lettering upon a white background. The signs shall have lettering not less than 2½" in height and shall be conspicuous and clearly legible. All signs shall bear the words "**DANGER - AREA TREATED WITH PESTICIDE - DO NOT ENTER. FOR MORE INFORMATION, CALL _____**", or words or symbols having the same meaning and effect.

E. The posting requirement under this section applies to fields or other outdoor areas only to the extent that the target area to be treated with pesticide borders within 100 feet of a public road, residences of concerned individuals or within 300 feet of sensitive areas. Placards shall be posted at regular intervals along the border between the treated area and the public road, residences of concerned individuals or other sensitive

area, and at normal points of access, with at least one placard being posted for each ¼ mile of border. Treated areas bordering a public road, residences of concerned individuals or other sensitive areas for less than ¼ mile shall be posted with at least one placard.

F. Persons employed in or around areas treated with pesticides whose labels prescribe time intervals for safe re-entry following application shall be given clear notice and warning of each application, including a description of the treated area and the time interval required for safe re-entry into the area. Notice shall be given in such a manner as to be received and readily understood by all employees who may have access to the treated area, including persons of limited English language ability. Compliance with the posting requirement under this section does not relieve any person of the duty to comply with this paragraph.

SECTION V. NOTIFICATION OF CONCERNED INDIVIDUALS

A. The office of the Douglas County Clerk shall maintain a registry which shall list all persons who request advanced notice of pesticide application. This registry shall record the names, address and requests of:

(1) Persons who request pre-application notice of any pesticide application by Douglas County to any property within 300 feet of property owned by that person if a sufficient description of said property is maintained with the registry.

(2) Individuals who are medically-sensitive to pesticides and who request pre-application notice of any pesticide application by Douglas County within 1,000 feet of their residence.

B. Concerned individuals shall maintain current and adequate addresses and property descriptions or their names will be removed from the registry.

C. Concerned individuals shall be entitled to pre-application notice through December 31st of the year in which they make their request.

D. At least 24 hours prior to pesticide application, notice shall be provided to all persons indicated by the registry as falling under the requirements of Paragraph (1) in relation to the specific application(s). The notice shall state the name, address and telephone number of the applicator, the location of the property due to have pesticide applied, the date and time of application(s), and the pesticides expected to be applied. The applicator is also responsible for supplying the information as indicated in Section II upon request.

E. Fulfilling this requirement shall not relieve the applicator of any requirements for prior notification imposed by State or Federal law or other sections of this ordinance.

SECTION VI. EMERGENCY SITUATIONS AND EXEMPTIONS

A. Exempted Property. A standing committee may exempt a pesticide application from some or all requirements of this ordinance, upon a showing by the County department or person seeking the exemption, that the potential for any adverse effect upon the public or to adjoining property is minimal and compliance with the terms of this ordinance is unduly burdensome or impractical. The standing committee must consider the following factors before granting an exemption from any or all of the requirements of this ordinance:

(1) Whether the area to which pesticides are to be applied is sufficiently removed from residences, sensitive areas or other places frequented by the public so that the potential of drifting airborne chemicals poses no danger to persons or property,

(2) Whether access to the area to be exempted is sufficiently restricted or remote that members of the public are unlikely to come into contact with pesticides applied to the exempted area,

(3) Whether the type of pesticide application to be performed is so highly controlled or so extremely localized that it is highly unlikely the application will expose other persons or property to the pesticides during or after application.

B. Emergency Situations. Time frames for notice and posting requirements under this ordinance shall not apply where a County department or other person makes an appropriate showing to the committee with jurisdiction that emergency conditions warrant exemption from these requirements. Emergency situations shall be defined by the standing committee with jurisdiction and shall be limited to those cases where the application of pesticides is needed to control a life threatening situation or situation which poses an imminent threat of serious injury to persons, property or agriculture.

C. Upon emergency application of pesticides, posting and notice in conformity with this ordinance shall take place contemporaneously with or as soon after application as practicable or as otherwise required by law.

SECTION VII. SEVERABILITY

If any section, sentence or clause of this ordinance is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portions of the ordinance.

SECTION VIII. EFFECTIVE DATE

This ordinance shall be in force from and after its passage, publication and recording according to law.

Dated this 17th day of November 1994.