

NOTICE OF MEETING

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE

June 23, 2023

1:00 P.M.

Administration Building
508 New York Ave
Sheboygan WI 53081
Room 302

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Correspondence

Approval of Minutes for the May 31, 2023 Executive Committee Meeting

Consideration of Resolution No. 03 - Approving Standard Intergovernmental Agreement for 2024 County Sales Tax Revenue-Sharing

Closed Session

Consideration of the Potential Purchase of Burrow's Aviation – Contemplated Closed Session: It is contemplated that a motion will be made to consider this agenda item in closed session pursuant to Wis. Stat. § 19.85 (1)(e) which states that a closed session may be held for the following purpose: Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Committee will reconvene in OPEN SESSION immediately after the closed session is concluded to vote on matters discussed in closed session requiring decision if any action is deemed necessary and to conclude work on any other items listed in this meeting notice.

Open Session

Consideration of Resolution No. 04 - Approving Purchase of Assets from Burrows Aviation, LLC to Provide Fixed Based Operator (FBO) Services at the Sheboygan County Memorial Airport

County Administrator's Report

(The County Administrator's Report is a summary of key activities. No action will be taken by the Executive Committee resulting from the report, unless it is a specific item on the agenda.)

Consideration of Supervisors Requesting to Attend the Wisconsin Counties Association Conference

Consideration and Approval of Attendance at Other Meetings/Functions

Review and Approve Vouchers

Next Meeting Date: To Be Determined

Adjournment

Prepared by:
Peggy Osthelder
Recording Secretary

Vern Koch
Committee Chairperson

NOTE: Members of the public are invited to offer comments on topics which may or may not appear on the Agenda, and Committee members may discuss such matters, but no action may be taken by the Committee on non-Agenda topics. Individual speakers may be limited to no more than five minutes.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

If listed as an agenda item, the "Administrator's Report" is a summary of key activities for the previous month and planned for upcoming months including performance evaluations, liaison committee issues and County Board issues. No action will be taken by the Executive committee resulting from the report unless it is a specific item on the agenda.

Persons with disabilities needing assistance to attend or participate are asked to notify the County Board Chairman/County Administrator's Office at 920-459-3103 prior to the meeting so that accommodations may be arranged.

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE MINUTES

Administration Building
508 New York Ave
Sheboygan, WI 53081
Room 302

May 31, 2023

Called to Order: 3:31 PM

Adjourned: 4:14 PM

MEMBERS PRESENT: **In Person:** Vernon Koch, Keith Abler, William Goehring, and Curt Brauer

MEMBERS ABSENT: Edward Procek

ALSO PRESENT: **In Person:** Gerald Jorgensen, Crystal Fieber, Alayne Krause, and Peggy Osthelder
Remote: Stefanie Albrecht

Chairman Koch called the meeting to order at 3:31 PM. Peggy Osthelder certified compliance with the open meeting law. The meeting notice was posted at 3:00 PM on May 26, 2023.

There was no correspondence to present to the Committee.

Supervisor Goehring made a motion to approve the minutes of the May 2, 2023 Executive Committee Meeting. Motion seconded by Supervisor Brauer. Motion carried.

The Committee discussed Ordinance No. 01- Amending Chapter 46 of the County Code of Ordinances. County Administrator Alayne Krause gave an overview and answered questions. Supervisor Brauer made a motion to approve the ordinance. Motion seconded by Supervisor Abler. Motion carried.

The Committee discussed Ordinance No. 02- Amending Chapter 12, Emergency Medical Services Council. County Administrator Alayne Krause an overview and answered questions. Supervisor Brauer made a motion to approve the ordinance. Motion seconded by Supervisor Goehring. Motion carried.

The Committee discussed Resolution No.– Approving the Use of American Rescue Plan Act (ARPA) Funds (No.7). County Administrator Alayne Krause gave an overview and answered questions. Supervisor Abler made a motion to approve the resolution. Motion seconded by Supervisor Brauer. Motion carried.

Consideration of 2022-2023 Per Diem Report. Supervisor Abler made a motion to approve the Report. Motion seconded by Supervisor Brauer. Motion carried.

The Committee reviewed 1st Quarter Variance Reports. County Administrator Alayne Krause gave an overview and answered questions. Supervisor Brauer made a motion to approve the Reports. Motion seconded by Supervisor Abler. Motion carried.

County Administrator Alayne Krause reported on recent meetings and events that she attended. Additionally, Administrator Krause reported on her recent Interim Human Resources Director activities, updates to the 2024 budget development assumptions, preparation for the Leadership Forum, and the prioritization of capital projects to remain within the County's self-imposed bonding limits.

Vouchers were reviewed. Supervisor Goehring made a motion to approve the vouchers. Motion seconded by Supervisor Brauer. Motion carried.

The next Executive Committee meeting is scheduled for Friday, June 23, 2023 at 1 PM.

Supervisor Goehring made a motion to adjourn. Motion seconded by Supervisor Abler. Motion carried.

Peggy Osthelder, Recording Secretary

William Goehring, Secretary

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 03

RE: **Approving Standard Intergovernmental Agreement for 2024 County Sales Tax Revenue-Sharing**

HAVE CONSIDERED THE SAME AND RECOMMEND:

- ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER
- THE RESOLUTION BE ADOPTED
- FILING WITH THE CLERK
- AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 18th DAY OF July 2023

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

KEITH ABLER

KEITH ABLER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

CURT BRAUER

CURT BRAUER

EDWARD PROCEK

EDWARD PROCEK

1 SHEBOYGAN COUNTY RESOLUTION NO. 03 (2023/24)

2
3 Re: **Approving Standard Intergovernmental Agreement for 2024 County**
4 **Sales Tax Revenue-Sharing**
5

6
7 **WHEREAS**, when Sheboygan County enacted Ordinance No. 2 (2016/17), *Enacting*
8 *One-half Percent County Sales Tax to Maintain Sheboygan County's Transportation*
9 *Infrastructure*, a unique feature of the Ordinance was that it provided that a portion of the
10 revenue received from the Ordinance would be made available to local units of government
11 within Sheboygan County to assist those municipalities in addressing their own transportation
12 needs, and
13

14 **WHEREAS**, Section 7.07 of the Sales Tax Ordinance provided that the distribution to
15 local units of government would be premised upon the municipalities agreeing to be bound by
16 the terms of a standard intergovernmental cooperative agreement, and
17

18 **WHEREAS**, Section 7.07(1) of the Code provided that the terms of the
19 intergovernmental agreement were to be reviewed and approved annually by the County Board,
20 and
21

22 **WHEREAS**, by the adoption of Resolution No. 19 (2016/17), the County Board approved
23 the form of a standard intergovernmental agreement; and
24

25 **WHEREAS**, in the inaugural year of the sales tax revenue sharing, the agreement was
26 accepted by all municipalities and the revenue-sharing has been working satisfactorily under the
27 terms of the standard form that was adopted; and
28

29 **WHEREAS**, the proposed Sheboygan County Sales Tax Revenue-Sharing for
30 Transportation Infrastructure Maintenance 2024 Intergovernmental Cooperative Agreement, a
31 copy of which is on file with the County Clerk, contains terms and provisions consistent with the
32 goals of the County Sales Tax Ordinance;
33

34 **NOW, THEREFORE, BE IT RESOLVED** that the Sheboygan County Board approves
35 the form of the *Sheboygan County Sales Tax Revenue-Sharing for Transportation Infrastructure*
36 *Maintenance 2024 Intergovernmental Cooperative Agreement*, a copy of which is on file with the
37 County Clerk, and authorizes and directs the County Administrator and County Board
38 Chairperson to execute such agreements with each Sheboygan County municipality willing to
39 be bound by the terms of the Agreement.
40


41 **BE IT FURTHER RESOLVED** that the County Administrator and County Board
42 Chairperson are empowered to agree to any minor modifications to the Standard Agreement
43 that may be requested by a particular municipality that may be necessary to accommodate the
44 municipality's individual circumstances, provided the modifications do not, in the opinion of the
45 County Administrator and County Board Chairperson, contain terms and provisions that are
46

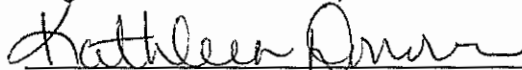
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48 (The rest of this page intentionally left blank.)

49 inconsistent with the goals of Chapter 7 of the Sheboygan County Code, the County Sales and
50 Use Tax Ordinance No. 2 (2016/17), *Enacting One-half Percent County Sales Tax to Maintain*
51 *Sheboygan County's Transportation Infrastructure.*
52

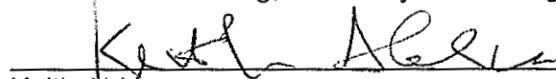
53
54 Respectfully submitted this 20th day of June, 2023.
55

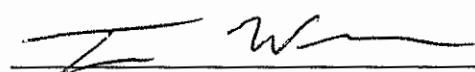
56
57 **FINANCE COMMITTEE**

58 
59 _____
60 Roger Te Stroete, Chairperson

61
62 
63 _____
64 Kathleen Donovan, Vice-Chairperson

65 
66 _____
67 William C. Goehring, Secretary

68 
69 _____
70 Keith Ablér

71 
72 _____
73 Thomas Wegner

74
75 Opposed to Introduction:
76
77

78 _____
79 _____

FISCAL NOTE
June 2023

**Resolution No. 03 (2023/24) RE: Approving Standard Intergovernmental Agreement
for 2024 County Sales Tax Revenue-Sharing**

As part of County Ordinance Chapter 7 – County Sales Tax and Use Tax Ordinance, this agreement outlines the Revenue Sharing Program with the municipalities of the County. Since the inception of the Half Cent Sales tax in 2017, the County will have distributed \$11.3 million to County municipalities by the end of 2023.

Funding:

No additional funding is required at this time. The 2024 amount for the Revenue Sharing Program will be part of the 2024 Transportation Fund Budget process.

Respectfully Submitted,

Steve Hatton, Finance Director
June 20, 2023

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 04

RE: **Approving Purchase of Assets from Burrows Aviation, LLC to Provide Fixed Based Operator (FBO) Services at the Sheboygan County Memorial Airport**

HAVE CONSIDERED THE SAME AND RECOMMEND:

- ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER
- THE RESOLUTION BE ADOPTED
- FILING WITH THE CLERK
- AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 18th DAY OF July 2023

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

KEITH ABLER

KEITH ABLER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

CURT BRAUER

CURT BRAUER

EDWARD PROCEK

EDWARD PROCEK

1 SHEBOYGAN COUNTY RESOLUTION NO. 04 (2023/24)

2
3 Re: **Approving Purchase of Assets from Burrows Aviation, LLC to**
4 **provide fixed based operator (FBO) services at the Sheboygan**
5 **County Memorial Airport**
6
7

8 **WHEREAS**, pursuant to Resolution No. 7 (2022/23) the Sheboygan County Board and
9 its Transportation Committee identified the need for increased FBO services at the airport and
10 allocated \$3.2 million towards establishing a County-operated fixed based operator through new
11 construction or the purchase of existing facilities meeting the minimum required standards as
12 set forth in Sheboygan County Code Section 64.07; and
13

14 **WHEREAS**, in the state of Wisconsin, approximately 48% of airports and in the United
15 States approximately 47% of airports provide FBO services through local government owners;
16 and
17

18 **WHEREAS**, to provide County-operated FBO services, the Transportation Committee
19 has reviewed the Letter of Intent between the County and Burrows Aviation, LLC and
20 recommends purchasing assets from Burrows Aviation, LLC,
21

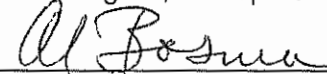
22 **NOW, THEREFORE, BE IT RESOLVED**, that the Sheboygan County Board approves
23 the purchase of assets from Burrows Aviation, LLC as set forth in the Letter of Intent, on file with
24 the County Clerk, and authorizes and directs the County Administrator to negotiate a definitive
25 agreement to effect the purchase, subject to the Transportation Committee's approval.
26

27 **BE IT FURTHER RESOLVED**, that the County Administrator, County Board Chair, and
28 County Clerk are authorized and directed to sign such documents as necessary to complete the
29 asset purchase.
30

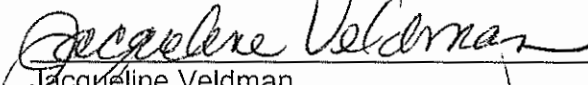
31 Respectfully submitted this 20th day of June, 2023.
32


33 **TRANSPORTATION COMMITTEE**

34
35 
36 _____
37 Thomas Wegner, Chairperson

38 
39 _____
40 Al Bosman, Secretary

41 
42 _____
43 Roger Te Stroete, Vice-Chairperson

44 
45 _____
46 Jacqueline Veldman

47 
48 _____
49 Jon Kuhlow

Opposed to Introduction:

FISCAL NOTE
June 2023

Resolution No. 04 (2023/24) RE: Approving Purchase of Assets from Burrows Aviation, LLC to provide fixed based operator (FBO) services at the Sheboygan County Memorial Airport

Funding:

Funding for purchase would come from unassigned fund balance of the General fund. FBO services are projected to be budget neutral and will be included in 2024 budget process. The asset purchase will not require additional debt or levy support.

Respectfully Submitted,

Steve Hatton, Finance Director
June 20, 2023