

September 9, 2022

EXTENSION EDUCATION & RECYCLING COMMITTEE
Douglas County Board of Supervisors
Wednesday, September 14, 2022, 1:00 p.m., Courthouse, Extension Office
1316 N. 14th Street, Superior, Wisconsin
Video call link: <https://meet.google.com/pzx-osdp-hhy>
Or dial: (US) +1 424-286-1593 PIN: 182 221 383#

***Due to COVID-19 concerns, members of the public may attend the meeting remotely.**

Please call the County Clerk's Office (395-1397) if you will not be able to attend.

MEMBERS: Sue Hendrickson, Chair Michael Raunio, Vice Chair Wendy Bong
Mike Streveler Charlie Glazman

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 September 7, 2022, meeting minutes (attached).
3. Action items/referrals:
 - a. 2023 Recycling budget (attached); and
 - b. 2023 UW-Extension budget (attached).
4. Formation of broadband workgroup.
5. Future agenda items.
6. Adjournment.

cc: S. Nelson (Telegram) UW-Extension Staff Jennifer Barton (Recycling) Sheldon Johnson
County Board Ann Doucette Sue Sandvick Ashtin Gronning

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, Superior Public Library, www.douglascountywi.org

Kendra Schmidt 09/09/2022

Name Date

EXTENSION EDUCATION & RECYCLING COMMITTEE

Douglas County Board of Supervisors

**Wednesday, September 7, 2022, 1:00 p.m., Government Center, Boardroom 201 1316 N. 14th Street, Superior,
Wisconsin**

Meeting called to order by Chair Hendrickson.

ROLL CALL: Present – Sue Hendrickson, Michael Raunio (left at 1:55 p.m.), Mike Streveler, Wendy Bong, Charlie Glazman. Others present – Sheldon Johnson (arrived at 1:21 p.m., left at 2:11 p.m.), Gail Huycke, Shelley Nelson (remote), Ellen Chicka, Julie Montgomery, Mary Pardee, Tarah Nichols, Katelin Stenroos, Tracy Henegar, Kendra Schmidt, Committee Clerk.

APPROVAL OF MINUTES: Motion by Streveler, second Raunio, to approve the minutes of May 25, 2022, meeting. Motion carried.

Motion by Raunio, second Bong, to move action item to earlier in agenda. Motion carried.

ACTION ITEM: Review and Recommend Approval of a Two-year Extension to the Waste Management Contract for Responsible Unit Recycling Services: S. Johnson: Costs are higher than they were five years ago in the last contract and are expected to increase.

ACTION (RESOLUTION): Motion by Glazman, second Raunio, to approve two-year extension to the Waste Management contract. Motion carried.

Broadband Presentation: G. Huycke – Extension Community Development Outreach Specialist. With the increasing need for stronger broadband, many areas of Douglas County are in need of stronger broadband connection. Need for workgroup.

Reports:

Area Extension Director – M. Pardee: Explanation of budget, mostly changes to personnel costs.

FoodWise – J. Montgomery/T. Nichols: Coming to the end of fiscal year; 2023 fiscal year begins October 1st, working on partnerships for education programs. Looking to work more with Senior Connections.

Human Development & Relationships – T. Henegar: Working on building capacities across counties, as well as statewide, as many classes are being attended by people from other counties.

4-H and Youth Development – K. Stenroos: Collaboration with Burnett County for an overnight 4-H camp took place and had a good turnout. Very busy season for 4-H. Youth in government a possibility.

Change to Meeting Time: Meeting time change to 3:00 p.m., every other third Wednesday of the month.

Future Agenda Items: 2023 budget, form a broadband work group.

Next Meeting Date: Wednesday, September 14 1:00 p.m. (for above items).

ADJOURNMENT: Motion by Glazman, second Bong, to adjourn. Motion carried. Meeting adjourned at 2:33 p.m.

Submitted by,
Kendra Schmidt, Committee Clerk

Requested Budget

Extension

2023



83500
 MEXTR08
 0002

DOUGLAS COUNTY, WISCONSIN
 Extension Department
 Budget Summary
 With % Increase

1
 08/29/22
 15:06:53

Account Description	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Actual YTD Amount	2022 Amended Budget	2023 Proposed Budget	Percentage Increase /Decrease
Revenues							
Intergovernmental Revenues	5,000	5,000	5,000	5,000	5,000	5,000	.00 %
Public Charges For Services	2,451	330	108	0	3,500	3,250	7.14-%
Miscellaneous Revenues	0	0	464	365	0	0	.00 %
Revenues	7,451	5,330	5,572	5,365	8,500	8,250	2.94-%
Expenses							
Personnel Services	49,491	25,158	6,844	11,461	22,577	67,596	199.40 %
Contractual Services	78,444	73,822	70,049	31,511	90,120	60,170	33.23-%
Supplies & Expense	15,549	13,039	16,265	4,407	23,550	21,900	7.01-%
Fixed Charges	638	643	411	433	900	900	.00 %
Allocations	3,577	2,142	2,827	2,550	5,094	5,094	.00 %
Total Operating Expenses	147,699	114,804	96,396	50,362	142,241	155,660	9.43 %
Net Cost without Capital Outlay	140,248	109,474	90,824	44,997	133,741	147,410	10.22 %
Net Cost	140,248	109,474	90,824	44,997	133,741	147,410	10.22 %

DOUGLAS COUNTY, WISCONSIN
Extension Office
Budget Detail for all Cost Centers (L6)
As of June 30, 2022

Account	Description	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Amended Budget	2022 Actual YTD Amt	2023 Requested Budget
021	Extension Office						
56210	Extension Administrat						
4677.2	Soil & Forage Tests	140.00-	.00	20.00-	250.00-	.00	250.00-
4677.3	Postage	1,519.00-	.00	.00	3,000.00-	.00	3,000.00-
4677.4	Printing	.00	.00	87.71-	.00	.00	.00
4864.5	Other Reimbursement	.00	.00	408.50-	.00	365.00-	.00
5111	Regular	29,408.58	6,319.81	13,388.43	20,866.00	9,779.84	39,900.00
5131	Sick Leave	1,486.23	968.59	105.27	.00	60.22	62.00
5132	Vacation	3,462.67	899.34	553.03	.00	402.18	.00
5134	Holiday	1,805.70	287.70	689.04	.00	160.56	.00
5137	Personal Days	486.15	503.48	200.97	.00	210.74	.00
5138	Jury & Bereavement	.00	.00	229.68	.00	80.28	247.00
5151	Social Security (FI	2,616.97	648.52	1,183.08	1,596.00	792.24	3,076.00
5152	Retirement (Employe	2,397.15	590.93	.00	.00	.00	2,734.00
5154	Hospital/Health Ins	6,913.00	4,791.00	.00	.00	.00	20,232.00
5154.1	Dental Insurance	360.00	240.00	.00	.00	.00	792.00
5155	Life Insurance	234.96	209.98	54.94-	15.00	10.80	207.00
5156	Workers Compensatio	92.04	22.66	38.42	52.00	25.90	101.00
5157	L-T Disability	148.50	35.87	.00	.00	.00	153.00
5158	Unemployment Claims	.00	9,620.00	9,620.00-	.00	.00	.00
5159	Unemployment Assess	79.05	19.71	130.58	48.00	62.15-	92.00
5219	Other Professional	500.00	.00	.00	620.00	.00	620.00
5225	Telephone	250.72	91.51	230.09	300.00	120.37	300.00
5242	Maint. Agreement	.00	.00	.00	800.00	.00	800.00
5248	Equipment Repair	.00	.00	.00	300.00	.00	300.00
5253	Soil & Forage Lab S	228.00	.00	47.00	300.00	.00	300.00
5299	Other-Governors Con	.00	.00	196.00	.00	.00	.00
5311	Postage	874.14	2,779.09	2,199.04	3,000.00	253.91	3,000.00
5312	Office Supplies & E	3,309.43	258.52	4,131.86	3,500.00	787.59	3,500.00
5312.1	Computer Office Sup	.00	985.00	1,396.90	1,200.00	.00	1,200.00
5313	Printing & Duplicat	962.85	1,548.72	1,709.90	3,400.00	900.02	3,400.00
5324	Membership Dues	.00	.00	50.00	50.00	.00	.00
5325	Training & Seminars	58.00	.00	.00	200.00	.00	200.00
5349	Other Operating Sup	.00	123.70	.00	1,500.00	.00	1,500.00
5510	Insurance	638.00	643.00	406.00	900.00	433.00	900.00
5591	Taxes-Sales Tax	.00	.00	4.57	.00	.00	.00
5978	Info Services Alloc	3,577.00	2,142.00	2,827.00	5,094.00	2,550.00	5,094.00
56210	Extension Administrat	58,230.14	33,729.13	19,525.71	40,491.00	16,140.50	85,460.00
56220	Human Development &						
5219	Other Professional	20,451.50	15,879.46	16,665.00	21,800.00	5,900.00	17,450.00
5225	Telephone	.00	.00	.00	100.00	.00	100.00
5324	Membership Dues	.00	.00	.00	100.00	.00	100.00
5325	Training & Seminars	12.00	.00	.00	600.00	.00	600.00
5325.1	Training Registrati	200.00	.00	.00	.00	.00	.00
5325.5	Training Lodging	164.00	.00	.00	.00	.00	.00
5331	Mileage (Programmin	319.00	.00	172.48	1,000.00	228.74	1,000.00
56220	Human Development &	21,146.50	15,879.46	16,837.48	23,600.00	6,128.74	19,250.00

DOUGLAS COUNTY, WISCONSIN
Extension Office
Budget Detail for all Cost Centers (L6)
As of June 30, 2022

Account	Description	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Amended Budget	2022 Actual YTD Amt	2023 Requested Budget
021	Extension Office						
56225	Nutrition Education P						
5225	Telephone	240.35	90.10	91.44	200.00	54.72	200.00
5311	Postage	.00	.00	1.38	.00	.00	
56225	Nutrition Education P	240.35	90.10	92.82	200.00	54.72	200.00
56230	Community Development						
5219	Other Professional	17,378.00	.00	.00	.00	.00	
5225	Telephone	56.13	.00	.00	.00	.00	
5312	Office Supplies & E	62.43	.00	.00	.00	.00	
5325	Training & Seminars	29.00	.00	.00	.00	.00	
5325.1	Training Registrati	93.00	.00	.00	.00	.00	
5331	Mileage (Programmin	474.14	.00	.00	.00	.00	
56230	Community Development	18,092.70	.00	.00	.00	.00	
56232	Strategic Planning						
5313	Printing & Duplicat	67.86	.00	.09	.00	41.49	
56232	Strategic Planning	67.86	.00	.09	.00	41.49	
56240	4-H Coordinator						
4375	City of Superior	5,000.00-	5,000.00-	5,000.00-	5,000.00-	5,000.00-	5,000.00-
5219	Other Professional	16,475.40	36,758.94	36,025.00	43,600.00	21,800.00	39,900.00
5225	Telephone	79.02	21.11	.77	200.00	2.50	200.00
5312	Office Supplies & E	4,581.07	5,199.22	4,399.71	5,000.00	258.31	5,000.00
5312.1	Computer Office Sup	500.00	.00	.00	.00	.00	
5319	Other Office Suppli	497.45	.00	.00	.00	.00	
5324	Membership Dues	127.00	115.00	115.00	200.00	.00	200.00
5325	Training & Seminars	837.00	941.12	1,100.67	1,200.00	809.96	1,200.00
5325.4	Training Meals	.00	.00	.00	.00	18.00	
5325.5	Training Lodging	.00	.00	.00	.00	84.99	
5331	Mileage (Programmin	1,026.61	700.01	720.72	1,000.00	1,024.22	1,000.00
56240	4-H Coordinator	19,123.55	38,735.40	37,361.87	46,200.00	18,997.98	42,500.00
61415	Agricultural Agent						
4677.6	Registration Fees	792.00-	330.00-	.00	250.00-	.00	
4864	Supplies & Expenses	.00	.00	55.00-	.00	.00	
5219	Other Professional	22,628.00	20,879.46	16,621.04	21,800.00	3,633.33	
5225	Telephone	156.77	101.41	172.40	100.00	.44	
5312	Office Supplies & E	595.69	250.00	15.00	.00	.00	
5325	Training & Seminars	137.00	50.00	.00	600.00	.00	
5331	Mileage (Prog./Trng	621.52	88.55	252.56	1,000.00	.00	
61415	Agricultural Agent	23,346.98	21,039.42	17,006.00	23,250.00	3,633.77	
021	Extension Office	140,248.08	109,473.51	90,823.97	133,741.00	44,997.20	147,410.00

2023 Personnel Costs

8/23/2022

Cost Center	Job Description	Regular Dollars 5111	Training Dollars 5117	Sick Dollars 5131	Vacation Dollars 5132	Holiday Dollars 5134	Personal Dollars 5137	Funeral & Jury Dollars 5138	Union Bus. Dollars 5139	Total Contracted Dollars
56210	Office/Media Associate	39,900	-	62	-	-	-	247	-	40,209
56210 Total		39,900	-	62	-	-	-	247	-	40,209

2023 Personnel Costs

8/23/2022

Cost Center	Total Gross Wages	Total FICA 5151	Retirement Employer 5152	Health Insurance 5154	Dental Insurance 5154.1	Life Insurance 5155	Workers Comp Expense 5156	Long Term Disability Insurance 5157	Unemploy Claims Expense 5158	Physicals 5191	Administrative Assessment Expense 5159	Finance Allocation 5199
56210	40,209	3,076	2,734	20,232	792	207	101	153			92	
56210 Total	40,209	3,076	2,734	20,232	792	207	101	153	-	-	92	-

2023 Personnel Costs

Cost Center	Total Benefits	Sick \$ 5171	Total Personnel Cost
56210	27,387	-	67,596
56210 Total	27,387	-	67,596

83500
MRCR08
00060

DOUGLAS COUNTY, WISCONSIN
Recycling Department
Budget Summary With % Increase

1
09/08/22
16:34:42

Account Description	2019 Actual Amount	2020 Actual Amount	2021 Actual Amount	2022 Actual YTD Amount	2022 Amended Budget	2023 Proposed Budget	Percentage Increase /Decrease
Revenues							
Intergovernmental Revenues	55,730	55,703	56,013	55,836	56,000	56,000	0.00%
Revenues	55,730	55,703	56,013	55,836	56,000	56,000	0.00%
Expenses							
Personnel Services	3,298	3,000	-	-	3,000	3,000	0.00%
Contractual Services	126,193	113,002	122,021	57,822	134,631	144,631	7.43%
Supplies & Expense	2,053	2,003	2,030	2,121	2,500	2,500	0.00%
Fixed Charges	436	473	390	419	800	800	0.00%
Allocations	268	155	145	-	-	-	0.00%
Total Operating Expenses	132,248	118,633	124,586	60,362	140,931	150,931	7.10%
Net Cost without Capital Outlay	76,518	62,930	68,573	4,526	84,931	94,931	11.77%
Net Cost	76,518	62,930	68,573	4,526	84,931	94,931	11.77%