

**OCONTO COUNTY BOARD OF SUPERVISORS MEETING**

**1. Call to Order and Roll Call**

County Board Chair, Al Sleeter, called the meeting to order at 9:00 a.m. the County Board Room #3041, located at the Oconto County Courthouse, 301 Washington St., Oconto, WI by stating “This is an open meeting of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least 24 hours prior to the meeting by forwarding the complete agenda to the newspapers and to all news media who have requested the same, as well as by posting. Copies of the complete agenda were available for inspection at the office of the County Clerk.” County Clerk, Kim Pytleski, recorded the attendance, with 28 members present: Supervisors Barkhaus, Bartels, Behrend, Beyer, Bitters, Christianson, Cole, Dhuey, Heise, Holman, Kaczowski, Kobylarczyk, Kroll, Lavarda, Matravers, Meier, Ondik, Parmentier, Pillsbury, Ragen, Scanlan, Schindel, Schneider, Schreiber, Sleeter, Winkler, Wittkopf, Wolf; 3 absent Gooding, Van Zeeland, Willems.

**2. Pledge of Allegiance**

**3. Invocation** was given by Supervisor Parmentier.

**4. Statement of Oconto County Mission and Vision**

Richard Heath, County Administrator, recited the Oconto County Mission and Vision statement.

**5. Presentation of Awards and Recognition**

Chair Sleeter recognized the two Oconto County Wrestling State Champions:

- Reegan “Dig” Roy, Wabeno School District, WIAA Boys Wrestling State Champion Division 3! This is Reegan’s second time at state. He is the grandson of County Board Supervisor David Christianson, District 31.
- Taylor Whiting, Lena School District, WIAA Girls Wrestling State Champion Division 5! This is Taylor’s third time at state and her third State Championship title.

**6. Presentation of Communications and Petition**

There were two communications:

- Letter from Jon Spice, Emergency Management Director, inviting Board Supervisors to participate in the G402 Course – National Incident Management System Overview for Senior Officials to be held at the Oconto County Courthouse on April 30, 2025; treated as information to the board.
- Bridge Aid Petition for the 2024 Bride Aid Payments; treated as information to the board.

**7. Consent Agenda**

**7.1. Removal of Items from Consent Agenda – None.**

**7.2. Approval of Consent Agenda**

7.2.1. **O2025-03-01** Chapter 18 – Public Health, Safety, Welfare and Protection – Public Safety Com.

7.2.2. **R2025-03-01** Approval of Amended American Rescue Plan Act Funding for Town of Riverview Project – Administration Com.

7.2.3. **R2025-03-02** Approval of Criminal Justice Coordinating Council Bylaws and Membership List – Criminal Justice Coordination Council

7.2.4. **R2025-03-03** Resolution Designating the Week of April 21<sup>st</sup> through April 25<sup>th</sup>, 2025, as “Work Zone Safety Awareness Week in Oconto County” – Highway Com.

7.2.5. **R2025-03-04** Approval of the Decommissioning of Emergency Radio Equipment – Public Safety Com.

7.2.6. **R2025-03-05** Remodel of Child Support Front Office – Property & Technology and Administration Com.

Motion by Scanlan/Christianson to approve the consent agenda as presented. The motion to approve carried by a unanimous electronic vote.

**8. Regular Agenda**

**8.1. Change in Sequence – None.**

**8.2. Removal of Items – None.**

**8.3. Approval of Regular Agenda**

Motion by Wolf/Lavarda to approve agenda. The motion was voted on and carried.

**9. Approval of Previous Meeting Proceedings**

Motion by Matravers/Meier to approve the proceedings from the 02/20/2025 meeting. Clerk to correct the spelling of Supervisor Lavarda’s name under item #11. The motion was voted on and carried.

**10. Committee and Departmental Reports**

**10.1. Report – Health & Human Services**

Betty Bickel, former Health & Human Services Deputy Director, introduced the new Deputy Director, Brandon Daul. Daul presented the Health & Human Services update.

**10.2. Report – Human Resources Update**

Shelly Schultz, Human Resource Director, presented the Human Resources update.

**10.3. Report – TEDCOR Update**

Jayne Sellen, TEDCOR Director, presented the Tourism & Economic Development Corporation of the Oconto Region update.

**10.4. Report – Oconto County Lakes Update**

Ken Dolata, County Conservationist; Greg Jensen, Wheeler Lake; Jane Randerson, Kelly Lake, and Steve Heimerman, Oconto County Lakes and Waterways Association Representative, presented the Oconto County Lakes Update. Discussion followed.

**11. R2025-03-06 Approval of Unity Recovery Services/Oconto Recovery Center Grant Application – Administration Com.**

Motion by Lavarda/Ondik to adopt R2025-03-06 Approval of Unity Recovery Services/Oconto Recovery Center Grant Application. Following an explanation by Richard Heath, County Administrator, the motion to adopt carried by a unanimous electronic vote.

**12. R2025-03-07 Approval of Volunteer Service of Firefighter or EMS Policy – Administration Com.**

Motion by Kroll/Christianson to adopt R2025-03-07 Approval of Volunteer Service of Firefighter or EMS Policy. Following an explanation by Shelly Schultz, Human Resources Director, and discussion, the motion to adopt carried by an electronic vote 27 ayes, 1 nay (Holman).

**13. R2025-03-08 Approval to Equip the County Board Room with New Microphones – Property & Technology and Administration Com.**

Motion by Pillsbury/Kaczrowski to adopt R2025-03-08 Approval to Equip the County Board Room with New Microphones. Following an explanation by Richard Heath, County Administrator, and discussion the motion to adopt carried by an electronic vote 27 ayes, 1 nay (Ragen).

**14. Announcements/General Information (No Action to be taken)**

- The Executive Committee was asked to remain after the meeting for an update regarding agenda creation by committee chairs.
- Youth Government Day will be held April 23<sup>rd</sup>, 2025. Sophomore's from Oconto County Schools are invited by the American Legion & Auxiliary to spend the day at the courthouse meeting with representatives and learning about local government.
- 2024 Annual Reports will be available on Supervisor tablets beginning April 8, 2025 and will be included in the full county board agenda posted to the website.
- Reminder that the April meeting tends to run longer, please plan accordingly.
- Standing Committee minutes will be posted by 4 p.m. the Monday prior to County Board meetings.

**15. Adjournment**

Chair Sleeter declared the meeting adjourned at 11:57 a.m.

The next meeting of the Oconto County Board of Supervisors will be on April 15, 2025.

Proceedings of the County Board meeting may be viewed in its entirety at [www.co.oconto.wi.us](http://www.co.oconto.wi.us).

Kim Pytleski, Oconto County Clerk

*kp/Date Posted: 03/27/2025*

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Re: **Chapter 18 – Public Health, Safety, Welfare and Protection**

NOW, THEREFORE, the Oconto County Board of Supervisors does ordain as follows:

### 18.300 Ordinance Enforcement by Citation

SECTION 2: This ordinance shall take effect after passage and publication as provided by law.

Submitted this 20th day of March, 2025.

Dennis Kroll, Chair  
David Parmentier  
Don Bartels, Jr.  
Tracy S. Ondik  
Al Schrieber

*Adopted by an electronic vote: 28 Ayes, 0 Nays, 3 Absent, 0 Abstain, 0 Vacant*

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*

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Re: **Approval of Amended American Rescue Plan Act Funding for Town of Riverview Project**

WHEREAS, the Oconto County Board of Supervisors approved funding for the Riverview Community Center and Northern County Offices Project in Resolution -2023-02-06. The total of \$550,000 included \$342,021 in Local Assistance and Tribal Consistency Funds (LATCF) and up to \$208,000 in ARPA funding; and

WHEREAS, the additional ARPA funding will amend and increase the original approved amount to \$261,000; and

NOW, THEREFORE BE IT RESOLVED, that the Oconto County Board of Supervisors does hereby approve \$53,000 ARPA funds for the Town of Riverview Community Center and Northern County Offices.

By: ADMINISTRATION COMMITTEE

*Electronically Reviewed by Corporation Counsel on 02.28.2025 - BLE*

*Adopted by an electronic vote: 28 Ayes, 0 Nays, 3 Absent, 0 Abstain, 0 Vacant*

COUNTY OF OCONTO

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*

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Re: **American Rescue Plan Act Funding for Town of Riverview Project**

WHEREAS, Oconto County has been allocated \$342,021 in Local Assistance and Tribal Consistency Funds (LATCF), based on the amount of Federal land within the county borders other factors; and

WHEREAS, County funding for buildings to provide County services to residents and visitors is a function of government; and

WHEREAS, County services that may be supported through a Northern County Office include, but are not limited to, those provided by the Sheriff's Office, Health & Human Services, Veterans Services, and the Treasurer; and

WHEREAS, the ARPA funding for this project will not exceed 30% of the estimated total project cost of \$2,251,027; and

WHEREAS, the Town of Riverview and Oconto County are government entities; and

WHEREAS, the fiscal impact of Oconto County support will be a maximum of \$550,000, and sufficient ARPA funds (previously allocated as lost revenue or capital projects to be determined) and LATCF funds are available.

BE IT FURTHER RESOLVED, the Oconto County Board of Supervisors does hereby approve \$342,021 in LATCF funds for the Town of Riverview Community Center and Northern County Offices; and

BE IT FURTHER RESOLVED, the Oconto County Finance Director, County Administrator and Treasurer are authorized to release the funding after receiving confirmation from the Town of Riverview officials that funds for the full project cost have been committed.

Submitted this 23rd day of February, 2023.

By: ADMINISTRATION COMMITTEE

Alan Sleeter, Chair  
Dennis Kroll  
Gary Frank  
John Matravers  
Char Meier  
Theresa Willems

*Electronically Reviewed by Corporation Counsel on 02.16.2023 - BLE*

*Adopted by an electronic vote: 22 Ayes, 1 Nays, 8 Absent, 0 Abstain, 0 Vacant*

STATE OF WISCONSIN

COUNTY OF OCONTO

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 02/27/2023 Kim Pytleski, County Clerk*

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Re: **Approval of Criminal Justice Coordinating Council Bylaws and Membership List**

WHEREAS, on January 10, 2025 the Oconto County Criminal Justice Coordinating Council adopted the revised the bylaws and membership list attached; and

THEREFORE, BE IT RESOLVED, that the Oconto County Board of Supervisors hereby approve the attached Criminal Justice Coordinating Council Bylaws and Revised Membership List.

By: CRIMINAL JUSTICE COORDINATING COUNCIL

## CERTIFICATION

STATE OF WISCONSIN  
COUNTY OF OCONTO  
*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*

**OCONTO COUNTY  
CRIMINAL JUSTICE COORDINATING COUNCIL  
BYLAWS**

**I. Name**

The name of this Council shall be the Oconto County Criminal Justice Coordinating Council, hereinafter referred to as the CJCC.

**II. Authority**

The Oconto County Board of Supervisors established the CJCC on December 19, 2013.

**III. Purpose and Function**

*A. Purpose*

The purpose of the CJCC is to bring stakeholders in the criminal justice system and members of the public together on a regular basis to discuss issues affecting the system, resolve problems, and plan for the future. The CJCC will act in an advisory capacity to the Law Enforcement/Judiciary Committee on issues affecting the criminal justice system.

*B. Function*

The CJCC will endeavor to do the following: increase communication; make suggestions for more efficient use of resources; make suggestions to provide better outcomes for justice system users, their families, and the public at large; provide ongoing oversight for new or alternative programs; provide coordination across departments and budget areas; eliminate duplication; enhance public safety; and recommend alternatives to incarceration that may help in reducing the average daily population at the jail.

**IV. Membership**

*A. Appointing Authority*

Appointment to the CJCC shall be by the Chair of the Oconto County Board of Supervisors, who is authorized to appoint up to 103 individuals. The Oconto County Board of Supervisors shall confirm all appointments.

*B. Permanent Representatives*

The CJCC shall be composed of the following permanent representatives:

1. The presiding judge or designee
2. The district attorney or designee
3. The Sheriff or designee
4. The County Board Chair or designee
5. A representative of Wisconsin Department of Corrections
6. The Human Services Director or designee
7. A representative of the State Public Defender's Office

*C. Citizen Representatives*

The Chair of the County Board of Supervisors shall give consideration to appointing citizen members from some of the following:

1. A municipal law enforcement representative
2. A mental health professional
3. A representative of a private social service agency
4. A substance abuse treatment provider
5. A representative of the State of Wisconsin Department of Health and Family Services
7. A local school superintendent
8. A victim advocate
9. An individual previously adjudicated through the criminal justice system
10. Other interested citizens



#### *D. Term of Members*

Terms shall be ~~ongoing for a period of three years. Initial appointments to the CJCC shall be staggered as follows: two (2) citizen members shall be appointed to serve one-year terms, two (2) citizen members shall be appointed to serve two-year terms, and two (2) citizen members shall be appointed to serve three-year terms.~~ All Permanent members shall continue to serve as long as they hold the office which qualifies them for membership on the CJCC.

#### *E. Vacancies in Office*

When a vacancy occurs on the CJCC, the vacancy shall be appointed by the County Administrator, and confirmed by the County Board.

#### *F. Officers*

The CJCC shall elect a Chair at the first CJCC meeting of the calendar year. A Vice Chair ~~shall~~ may be elected if the CJCC determines that one is needed. Such offices will commence at the conclusion of the same meeting.

#### *G. Duties and Responsibilities*

The CJCC shall have the duties and responsibilities as described in Section III.B. and shall perform such other duties and responsibilities as defined by the County Board.

#### *H. Role of Members*

Members will meet a minimum of ~~four (4) times~~ once per year or statutory minimum requirement with a structured agenda that includes reports from committees, policy discussions, planning updates, and public information efforts.

#### *I. Appointment of Alternate Members*

Members of the CJCC shall have the ability to name one alternate member to participate in the deliberations of the CJCC if the member is unable to attend. The ability of the alternate member to vote or to serve as part of the quorum of the CJCC is contingent upon the alternate member being confirmed to this role by the Board of Supervisors.

### **V. Officers and Staff**

#### *A. Chair*

The Chair shall be elected by and from the membership of the CJCC. The Chair's duties and powers shall include the following:

1. Preside at all meetings of the CJCC.
2. Appoint all standing and special committees of the CJCC.
3. Represent the CJCC at official functions and meetings.
4. Develop meeting agendas
5. Contact speakers for meetings
6. Research agenda items and report to CJCC
7. Perform such other duties as specified by law, custom, or the CJCC.

#### *B. Vice Chair*

The Vice Chair, if one is determined to be necessary by the members of the CJCC, shall be elected by and from the membership of the CJCC. He/she shall assume the duties and responsibilities of the Chair in the Chair's absence, and shall perform such other duties as may from time to time be assigned. Should the position of the Chair become vacant or should the Chair become otherwise unable to discharge his/her duties (to be determined by the CJCC), the Vice Chair shall become Chair for the unexpired term and assume all duties and responsibilities of that office. A vacancy in the office of the Vice Chair shall be filled by a majority vote of the members present per Section IV.F.

#### *C. Term of Office*

At the first meeting of the calendar year, the CJCC shall elect one of its members as Chair and any other officers it deems appropriate. Each officer shall serve a one-year term and each officer may be reappointed to more than one term.

*D. Staff*

The County will provide clerical staff for the CJCC through the County Clerk's Office limited to preparation and distribution of agendas and minutes.

**VI. Committees**

The Chair of the CJCC may appoint such committees, both standing and special, as he/she deems necessary to meet the purposes and responsibilities of the CJCC. Committee membership may include non-CJCC members, as approved by the Chair. The Chair appoints Committee chairs, under the advisement of the CJCC.

**VII. Meetings**

*A. Regular Meetings*

The CJCC shall meet at the call of the Chair or if three (3) members call a meeting. The CJCC shall conform to the Wisconsin Open Meetings Law.

*B. Order of Business*

CJCC meetings shall be conducted by way of an established agenda. A place on the agenda for citizen input will be determined by the Chair of the CJCC.

*C. Adjourned Meetings*

Any legal meeting of the CJCC may be adjourned from time to time as the CJCC deems necessary.

*D. Quorum*

A majority of the members or their alternates shall constitute a quorum for the transaction of the business of the CJCC.

*E. Voting*

Each appointed member shall have the right to one (1) vote. Voting by alternate members is allowed per Section 111.1.

*F. Citizen Participation*

Any citizen may comment upon agenda items at a meeting where citizen input is provided. Citizens, after being recognized, shall identify themselves by name and address and shall limit their presentation as deemed appropriate by the Chair.

*G. Distribution of Minutes*

Proposed minutes are not official until approved by the CJCC. Minutes shall be approved by the CJCC at the following meeting, to the extent possible. Proposed minutes shall be available for public inspection no later than the Friday prior to approval. Corrections to the minutes shall be reflected in the minutes of the meeting at which the minutes are approved.

*H. Orders and Records*

Every order, resolution, and determination of the CJCC shall be recorded in the records of the CJCC.

*I. Rules of Order*

The rules contained in Robert's Rules of Order, newly revised, shall govern the procedures of the CJCC. However, when those rules of procedure are inconsistent with the Bylaws or any special rules of order of the CJCC, the Bylaws or special rules of order shall prevail over Robert's Rules of Order.

**VIII. Amendment of Bylaws**

These Bylaws may be amended, altered, changed, added to or repealed by the affirmative vote of a majority of the members of the CJCC at any regular or special meeting and shall be approved by the County Board.

The foregoing Bylaws were adopted by the Oconto County Criminal Justice Coordinating Council on April 24, 2023 and approved by the County Board on June 22, 2023.

# **CJCC Committee Membership**

## **Per Executive Order #41 (Evers)**

### *Permanent Representatives*

The CJCC shall be composed of the following permanent representatives:

1. The presiding judge or designee
2. The district attorney or designee
3. The Sheriff or designee
4. The County Board Chair or designee
5. A representative of Wisconsin Department of Corrections
6. The Human Services Director or designee
7. A representative of the State Public Defender's Office

### *Citizen Representatives*

The Chair of the County Board of Supervisors shall give consideration to appointing citizen members from some of the following:

1. A municipal law enforcement representative
2. A mental health professional
3. A representative of a private social service agency
4. A substance abuse treatment provider
5. A representative of the State of WI Department of Health and Family Services
7. A local school superintendent
8. A victim advocate
9. An individual previously adjudicated through the criminal justice system
10. Other interested citizens

## **Oconto County**

### *Permanent Representatives*

1. Trisha LeFebvre, Clerk of Courts, Presiding Judge or designee
2. Hannah Schuchart, District Attorney
3. Todd Skarban, Sheriff, or designee, Carol Kopp, Jail Administrator
4. Alan Sleeter, County Board Chair
5. Dylan Larsen, WI Department of Corrections (DOC)
6. Scott Shackelford, Health & Human Services (HHS) Director, or designee
7. Bradley Schraven, State Public Defender's Office

### *Citizen Representatives*

1. Kassie Dufek, City of Oconto Police Chief or designee
- ~~2. Vacant, Mental Health Professional~~
- ~~3. Shauna Grossman, State of Wisconsin Department of Health & Family Services~~
4. Emily Miller, Local School Superintendent
5. Richard Heath, County Administrator (non-voting member)

~~06/30/2023~~ 01/10/2025

[illegible]

Re: **Resolution Designating the Week of April 21<sup>st</sup> through April 25<sup>th</sup>, 2025, as “Work Zone Safety Awareness Week in Oconto County”**

WHEREAS, the Wisconsin County Highway Association is asking all seventy-two (72) counties in the state to unite and kick-off "Work Zone Safety Awareness Week" with a resolution and campaign to raise awareness for its workers and those of various highway contractors performing work for the counties; and

WHEREAS, in 2024 Wisconsin had 2,174 crashes within work zones throughout the state resulting in 779 injuries and 10 fatalities as reported through Wisconsin Traffic Operations and Safety (TOPS) Laboratory; and

WHEREAS, through their enforcement activities and other participation, the Oconto County Sheriff's Office, Wisconsin State Patrol, and the Oconto County Highway Department will work to make Work Zone Safety Awareness Week a success; and

WHEREAS, the Federal Highway Administration has designated April 21st through April 25th, 2025, as National Work Zone Safety Awareness Week with this year's theme "Respect The Zone So We All Get Home", the key message is for drivers to use extra caution in work zones; and

NOW, THEREFORE, BE IT RESOLVED, that the Oconto County Board of Supervisors does hereby designate the week of April 21st through April 25th, 2025, be designated as "Respect The Zone So We All Get Home" in Oconto County.

By: HIGHWAY COMMITTEE

Electronically Reviewed by Corporation Counsel on 03.07.2025 - BLE  
Adopted by an electronic vote: 28 Ayes, 0 Nays, 3 Absent, 0 Abstain, 0 Vacant  
STATE OF WISCONSIN  
COUNTY OF OCONTO

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*

**RESOLUTION – R2025-03-04**

To: The Honorable Chair and Members of the Oconto County Board of Supervisors

Re: **Approval of the Decommissioning of Emergency Radio Equipment**

WHEREAS, The County Board previously approved the Emergency Radio Tower project in resolution R2024-09-07; and

WHEREAS, We were made aware of an additional county owned tower that was vacated in 2006, and has not been used or maintained since; and

WHEREAS, there is an immediate need to decommission this radio tower and site as it is no longer in use and in a serious state of disrepair; and

WHEREAS, Oconto County has a contract with Asbuilt Construction Inc. (S1014 State Road 33, La Valle, WI 53941) to decommission our current equipment when it is no longer needed; and

WHEREAS, Asbuilt will add the cost of decommissioning this tower to our current contract; and

WHEREAS, the fiscal impact is \$16,300.00 to be funded through Emergency Communications System Maintenance fund Account 100-26-51610-56951.

NOW, THEREFORE, BE IT RESOLVED, The County Board of Supervisors approves the decommissioning of one (1) additional emergency radio equipment site located at 12701 State Highway 32, Suring, WI 54174 in Oconto County.

Submitted this 20th day of March, 2025.

By: PUBLIC SAFETY COMMITTEE

Dennis Kroll Chair  
David Parmentier  
Don Bartels, Jr.  
Tracy S. Ondik  
Al Schreiber

*Electronically Reviewed by Corporation Counsel on 03.04.2025 - BLE*

*Adopted by an electronic vote: 28 Ayes, 0 Nays, 3 Absent, 0 Abstain, 0 Vacant*

STATE OF WISCONSIN  
COUNTY OF OCONTO

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Re: **Remodel of Child Support Front Office**

WHEREAS, a private office with a window for child support client interviews will be constructed adjacent to the lobby area to ensure privacy and enhance safety of both staff and the public; and

WHEREAS, the Property and Technology Committee at their March 12, 2025 meeting has recommended accepting the bid estimate from RJM Construction in the amount of \$23,518; and

WHEREAS, the fiscal impact will be \$23,518 and will be paid out of the County Sales Tax Fund;

Submitted this 20th day of March, 2025.

## ADMINISTRATION COMMITTEE

Al Sleeter, Chair  
Dennis Kroll  
Char Meier  
John Matravers  
Carol Heise  
Theresa Willems

*Adopted by an electronic vote: 28 Ayes, 0 Nays, 3 Absent, 0 Abstain, 0 Vacant*

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*



INTEGRITY ♦ EXCELLENCE ♦ INNOVATION

March 4, 2025

Oconto County Courthouse  
301 Washington Street  
Oconto, WI 54153

**Re: 2<sup>nd</sup> Floor Building C Wall, Door, and Window Work**

Dear Mr. Krueger:

The following is our quote for the above-mentioned project based off our conversations and walk through. Scope of work is as follows:

- Furnish and install temporary dust containment partitions
- Remove existing rolling file system and track, turn over to owner
- Remove floor finishes as noted
- Cut new door opening in existing stud wall
- Cut new borrowed light opening in existing stud wall
- Frame and drywall new office dividing wall per plan
- Tape, mud, finish, prime, and paint all new and existing walls as indicated on plans
- Furnish and install new door frames, wood doors, and hardware as scheduled
- Furnish and install new borrowed light window with Mirrorpane Laminated Glass
- Rework existing ceilings for new wall
- Furnish and install new carpet and base per plans
- Electrical work as indicated on the plans
- Dumpster for our construction debris
- Complete cleanup and removal of all construction related debris upon completion

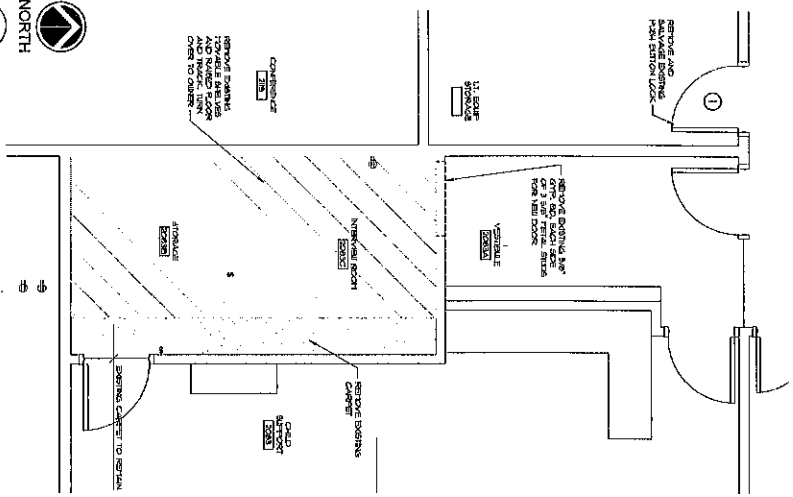
**Total: \$25,895**

Work is assumed to be completed during normal work hours, Monday through Friday. If you have any questions or concerns, please contact us and we would be happy to sit down and review them with you.

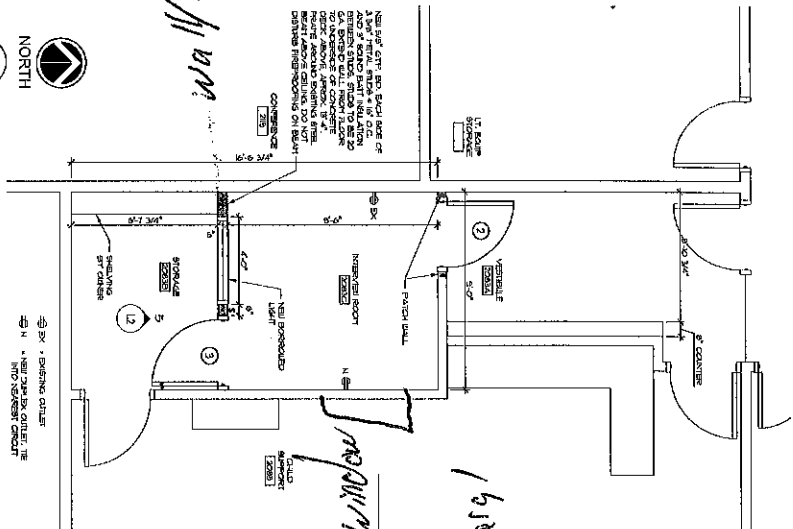
Very truly yours,

*Brandon Martzke*

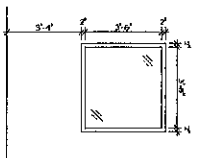
Vice President



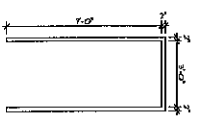
1.2  
3/8" = 1'-0"



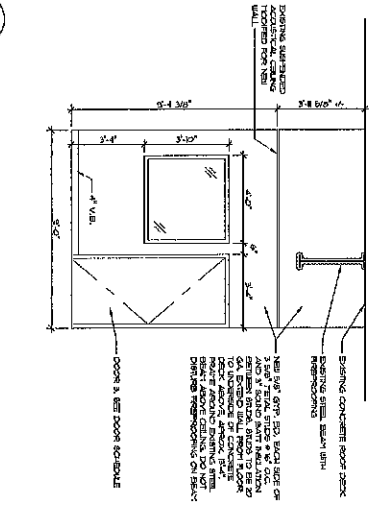
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3/8" = 1'-0"



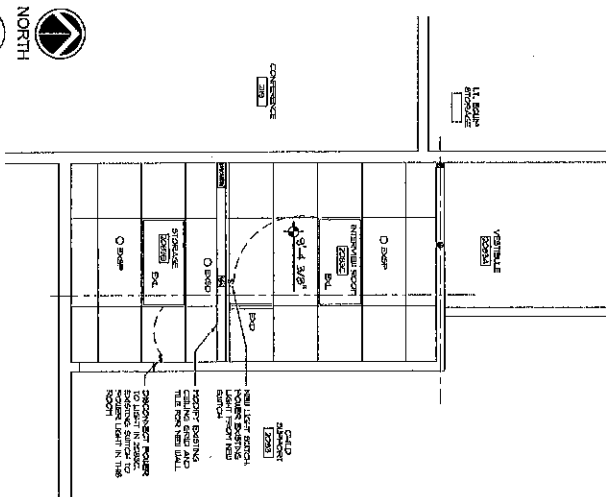
1.2  
3/8" = 1'-0"



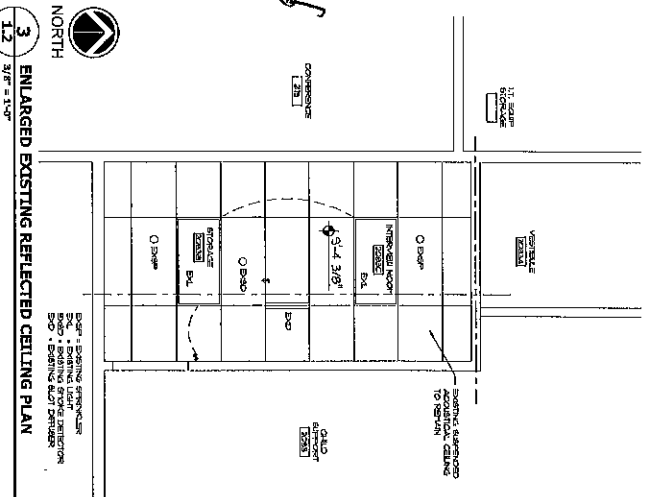
1.2  
3/8" = 1'-0"



1.2  
3/8" = 1'-0"



1.2  
3/8" = 1'-0"

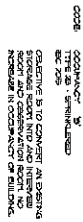


1.2  
3/8" = 1'-0"





**SECOND FLOOR PLAN**  
**1/16" = 1'-0"**



WORK AREA.  
SEE SHEET 1.2 -

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Re: **Approval of Unity Recovery Services/Oconto Recovery Center Grant Application**

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*



**Opioid Remediation Grant Application**  
**Oconto County Opioid Abatement Ad-Hoc Steering Committee**

Name of organization: Unity Recovery Services / Oconto Recovery Center

Address: 500 W. Franklin St. Ste. A, Appleton, WI 54911 / 1008A Pecor St. Oconto, WI 54153

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Agency Phone: (920) 903-9337 Website: \_\_\_\_\_ Email: todd.vandergalien@unitypeersupport.org

Name/Title of contact for this application: Todd Vander Galien, Co-Executive Director Phone: (920) 903-9337

Amount requested: \$ \$60,000.00 Brief description of request: operational support for Oconto Recovery Center

**Please submit 1 copy of the following with this cover sheet:**

1. Narrative 2 pages maximum.
2. Budget for service or project.
3. Complete list of the organization's officers and directors.
4. Copy of organization's IRS tax exemption determination letter (except schools and government agencies).
5. The organization's most recent audited financial statement: if an audit is not available, submit the actual income and expense statement from the past fiscal year.

**Submitted By:**

Signature: Todd VG Title: Co-Executive Director

Printed Name: Todd Vander Galien Date: 2/19/2025

**Oconto County to Complete-**

Received by: RICHARD HEATH Date: 2/19/25

Date Committee Reviewed: 2/27/25 Approved: Yes X No: \_\_\_\_\_

Award Amount: \$ 60,000.00 Start Date: 1/1/25 End Date 12/31/25

Comments: THIS IS A CONTINUATION OF SERVICES PREVIOUSLY FUNDED THROUGH THE HEALTH AND HUMAN SERVICES DEPARTMENT.

## ***NARRATIVE AND BUDGET***

### **1. ORGANIZATIONAL OVERVIEW:**

Unity Recovery Services is a 501c3 nonprofit agency serving and partnering in several communities throughout northeast Wisconsin. Our mission is to create opportunities for individuals in and seeking recovery from substance use and mental health disorders.

### **2. STATEMENT OF NEED/OPPORTUNITY:**

Unity Recovery Services (URS) has partnered with Oconto County to introduce the Oconto Recovery Center (ORC) – a walk-in resource that serves our local recovery community with information, referrals, and services. Initially funded through county ARPA funds, the ORC is in its early phases of developing its long-term sustainability plan; and is relying on support from Oconto County's opioid settlement funds to provide approximately 50 percent of its annual budget. URS is anticipating a three- to five-year time frame to develop alternative funding.

### **3. OBJECTIVES:**

- To be a central hub of activity for Oconto County's recovery community.
- To link individuals to treatment and recovery services they seek.
- To provide post-treatment supports that improve long-term individual recovery outcomes.
- To partner with local agencies; and be accessible through common intervention channels (i.e. jails, county services, health care providers, and community organizations)
- To provide education and outreach in the community; and advocate for struggling individuals and the recovery community in general.

### **4. PROGRAM/ACTIVITIES:**

#### **2025 Programming Activities – Oconto Recovery Center**

- Continue delivering services in all existing capacities, increasing numbers served by 20%
- Introduce response services into Bellin and HSHS hospital ER departments
- Partner with local funders employers to develop long term sustainable funding
- Tap into regional funders for additional opportunities
- Expand partnership with Oconto County Sheriff's Department, including programming within the Oconto County Jail
- Increase outreach and education at public events

### **5. EVALUATION:**

#### **2025 Evaluation Criteria – Oconto Recovery Center**

- To provide at least 100 (one-on-one) recovery coaching sessions (2024 level - 76)
- To provide at least 125 instances of tele-support (2024 level - 77)
- To host 150 recovery support meetings, total attendance 1000 persons
- To attend 10 outreach events reaching an estimated 750 persons
- To assist 20 individuals in gaining access to treatment and/or sober living

## 6. PROJECT BUDGET:

### Proposed 2025 Budget – Oconto Recovery Center

(1/1/2025 - 12/31/2025)	Expenses		Revenue	Deficiency or Excess
0.1 FTE Co-ED (supervision and TA)	\$9,360.00	Oconto County OSF	\$ 60,000.00	requested
URS payroll costs	\$936.00	GGBCF	\$ 20,000.00	future request
1 FTE Unity Recovery Specialist	\$62,400.00	local partnerships	\$ 25,000.00	part of employment programming
URS payroll costs	\$6,240.00	additional funds to seek	\$ 25,000.00	funders TBD
0.5 FTE Oconto trainee	\$26,000.00			
URS payroll costs	\$2,600.00			
Office				
Rent (\$1100 / month)	\$13,200.00			
Equipment	\$1,500.00			
Expenses (\$200 / month)	\$2,400.00			
Supplies (\$100 / month)	\$1,200.00			
Mileage / travel expenses	\$4,800.00			
	<u>\$130,536.00</u>		<u>\$130,000.00</u>	<u>-\$536.00</u>

## 7. FUTURE FUNDING:

This 2025 funding request is for approximately 45 percent of the Oconto Recovery Center's annual budget. Per discussions within the Opioid Settlement Abatement Committee, Unity Recovery Services is committed to reducing dependence on public funding; and building a self-sustaining program model over the next two to three years. Our focus in 2025 is to increase outreach and awareness of our services; and develop independent funding streams and partnerships that fuel our efforts.

Please send completed applications to:

Opioid Remediation Grant Program  
c/o County Administrator  
Oconto County Courthouse  
301 Washington Street  
Oconto, WI 54153

Emailed Applications should be sent to:

[opioid.taskforce@ocontocountywi.gov](mailto:opioid.taskforce@ocontocountywi.gov)



## Volunteer Service of Firefighter or EMS Personnel

### Purpose:

Oconto County recognizes the importance of our volunteer Firefighters and EMS Personnel to our communities. This policy aims to support these employees who serve in this capacity by providing guidelines for requesting and granting time off to fulfill their civic duties while maintaining essential operational efficiencies within the County.

### Policy:

Employees of the County shall be allowed regular straight time pay when called away from their duties with the County to serve on a volunteer rescue squad or fire department on the following basis:

- This policy pertains to only full-time employees.
- Employees may be required to provide proof of their status as a volunteer firefighter or EMS personnel and ensure that their role does not compromise their primary responsibilities within the County.
- Employees must receive approval of an immediate supervisor, and each request will be reviewed on a case-by-case basis taking into consideration the operational needs of the County as well as the severity of the call, at the time of request.
- Reasonable efforts will be made to accommodate the employees' request, taking into account the critical nature of their volunteer responsibilities.
- Employees who perform their duties as a volunteer firefighter or EMS personnel **will be compensated at their regular rate of pay only for the time they are absent during their normal scheduled work hours.**
- Any time spent volunteering outside of an employee's normal work schedule will not be compensated by the County.
- Employees must clock in and out or record there in an out time for tracking purposes.
- Employees must communicate effectively with their supervisor and co-workers to minimize disruption and ensure continuity of work.
- The emergency rescue squad or fire department must provide insurance coverage for a County employee while performing services as a volunteer of that rescue squad or fire department and such coverage must be acknowledged in a letter to the County.

### Review and Revision:

This policy will be periodically reviewed to ensure its effectiveness and relevance. Updates or revisions may be made as necessary to align with changes in our organizational needs or legal requirements.

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**RESOLUTION – R2025-03-08**

To: The Honorable Chair and Members of the Oconto County Board of Supervisors

Re: **Approval to Equip the County Board Room with New Microphones**

WHEREAS, County staff have worked with Camera Corner in the past to improve the function and the capabilities of the board room to include a complete remodel in 2021 and the installation of the Open Meetings Technologies, LLC voting system in 2022; and

WHEREAS, it has been determined that the two current microphones mounted within the county board ceiling are insufficient for all supervisors and the public in attendance to hear and follow the meeting proceedings; and

WHEREAS, County staff have hired Camera Corner to review the board room's current audio system and provide options to enhance the system already in place;

WHEREAS, Camera Corner is familiar with large meeting room audio systems and has recommended individual wired microphones be placed at each supervisor's seat with two portable microphones to be used for committee meetings; and

WHEREAS, the County has sale tax funds to purchase the 32 microphones, installation equipment and hardware, and camera monitor; and

WHEREAS, County staff from the Technology Services and Maintenance departments will oversee the installation, set-up, and on-going maintenance of the audio system; and

NOW, THEREFORE BE IT RESOLVED, that the Oconto County Board of Supervisors hereby approves the purchase of the upgraded County Board audio system utilizing county sales tax in the amount not to exceed \$50,000.00; and

BE IT FURTHER RESOLVED that the bidding requirements of Sec. 1.9(5) and Sec. 2.0(3) of the Oconto County Financial Management Policy be and are hereby waived for this project.

Submitted this 20th day of March, 2025.

By: PROPERTY AND TECHNOLOGY COMMITTEE      ADMINISTRATION COMMITTEE

Guy Gooding, Chair  
Brandon Dhuey  
Wesley Kobylarczyk  
Richard Pillsbury  
John Wittkopf

Alan Sleeter, Chair  
Dennis Kroll  
Carol Heise  
John Matravers  
Char Meier  
Theresa Willems

*Electronically Reviewed by Corporation Counsel on 03.06.2025 - BLE*

*Adopted by an electronic vote: 27 Ayes, 1 Nays, 3 Absent, 0 Abstain, 0 Vacant*

STATE OF WISCONSIN  
COUNTY OF OCONTO

*I, Kim Pytleski, do hereby certify that the above is true and correct copy of the original now on file in the office of the County Clerk and that it was adopted by the Oconto County Board of Supervisors on this date. DATE: 03/20/2025 Kim Pytleski, County Clerk*





## Boardroom Microphones

### Oconto County

301 Washington St  
Oconto, WI 54153 US  
9204484025



#### *Our Mission:*

*To provide world-class technology solutions with an unwavering commitment to our Customers, Vendor Partners and Employees while providing an environment that encourages profitable growth, learning and fun!*















#### **ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)**











529 N. Monroe Ave.  
PO Box 248  
Green Bay, WI 54305-0248 USA  
920.435.5353  
<http://www.cccp.com>

Number: OPP148997  
Modified: 2/12/2025  
Revision: 2  
Act Manager: Christopher Lecher

Quantity      Manufacturer      Description

### Boardroom Wired

	1	<b>Audio Science</b> 32 Channel Mic/Line In - 23 Line Out Dante/AES67 Interface, 1RU
	1	<b>Beetronics</b> 12 Inch Monitor Metal SDI
	4	<b>Cables To Go</b> 10ft Cat6 Snagless Unshielded (UTP) Network Patch Ethernet Cable
	1	<b>CCCP</b> Ground Shipping and Handling Estimate
	3000	<b>CCCP</b> Mic/Line audio cable. 22AWG shielded twisted pair with ground wire. Plenum Rated
	50	<b>CCCP</b> CAT. 6 Plenum
	100	<b>CCCP</b> RG6 18 AWG Bare CMP 95% Bare Copper Braid, Plenum, Per Foot
	1	<b>CCCP</b> Miscellaneous installation hardware
	2	<b>Liberty AV Solutions</b> BNC PLUG RG6 UNIV. PLN C-TEC2
	30	<b>Neutrik</b> 3 Pin Female XLR Connector
	1	<b>QSC LLC</b> Q-SYS Dante Bridge Card, 64x64.
	1	<b>QSC LLC</b> Four channels of microphone / line-level analog audio input with 48V phantom power.
	1	<b>QSC LLC</b> Four channels of balanced, line-level analog output.
	1	<b>QSC LLC</b> Integrated Core with eight I/O card slots, 256 x 256 networked audio channels, dual redundant media LAN ports, one Auxiliary LAN port, 16 configurable GPIO, 64 AEC processors, 2RU.

	Quantity	Manufacturer	Description
	1	<b>QSC LLC</b>	Four RJ-11 connectors to interface Q-SYS Cores and I/O Frames to analog telephony (POTS) systems.
	1	<b>QSC LLC</b>	Q-SYS Core 510 Scripting Engine Software License, Perpetual.
	1	<b>QSC LLC</b>	Q-SYS Core 510 UCI Deployment Software License, Perpetual.
	2	<b>Sentinel</b>	Category 6A and 6 RJ45 Plug For Larger Size Conductors (.044"-.048")
	30	<b>Shure</b>	GOOSENECK MIC BLACK W/ BASE, 12 INCH
	2	<b>Shure</b>	15" Shock-Mounted Gooseneck, Green/Red LED Ring at bottom, Less Preamplifier, Dual Flexible, Cardioid
	1	<b>Shure</b>	Handheld Transmitter with BETA58® Microphone (Includes one SB902 Battery)
	2	<b>Shure</b>	DESKTOP BASE TRANSCEIVER
	1	<b>Shure</b>	8-CH ACCESS POINT TRANSCEIVER
	1	<b>Shure</b>	8-CH NETWORKED CHARGING STATION

**Equipment: \$32,592.00**

**Labor: \$14,276.25**

**Boardroom Wired Total: \$46,868.25**

**Equipment Subtotal: \$32,592.00**

**Labor Subtotal: \$14,276.25**

**Project Subtotal: \$46,868.25**



## Pricing Summary

Equipment:	\$32,592.00
Labor:	\$14,276.25

<b>Grand Total:</b>	<b>\$46,868.25</b>
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## Payment Terms

Payment Schedule	Amount	Due Date
Initial Deposit	\$23,434.13	
Equipment Delivery	\$18,747.30	
Final Acceptance	\$4,686.82	

## Project Acceptance

Client: Melissa Schwaller

Date

Contractor: ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)

Date

**\*Pricing valid for 30 days, except in cases of Force Majeure which include but are not limited to National and International Trade Relations.\***