

**MARQUETTE COUNTY
ADMINISTRATION OFFICE**

RON BARGER
County Administrator
(608) 297-3001



STACY KOHN
Lead Accountant
(608) 297-3000

MELANIE ZUEHLS
HR/Payroll Manager
(608) 297-3084

JILLIAN BAERWOLF
Accounting Tech
(608) 297-3002

77 W Park St., Montello, WI 53949 Fax: (608) 297-7606

2025 Annual Report of the Administration Department: County Administration staff are responsible for supervising and managing the day-to-day operations of the county. The County Administrator has specific responsibilities and functions that are outlined under Wisconsin State Statute 59.19. These functions, as outlined below, are completed by the Administrator and his or her staff. The administration staff performs the following main functions:

- **Personnel:** We recruit and hire new employees; administer employment policies and suggest changes; negotiate agreements with unions, and handle performance evaluations and any disciplinary matters.
- **Budget and Accounting:** We keep track of all the county's revenue and expenses and make sure that each department is spending only funds that are allocated to that department by the County Board. In the fall of each year, the Administrator works with the Executive and Finance Committee to develop a proposed budget for the next year.
- **Payroll and Benefits:** We issue paychecks to all county employees and handle things such as health and dental insurance, life insurance, workers' compensation, unemployment insurance, and other benefits.
- **Risk Management:** We procure property and liability insurance for the county, file claims for losses, provide training, hire legal counsel, and monitor compliance with policies and procedures to provide a safe environment for employees and the public.
- **Other Projects:** The Administrator is responsible for managing anything that occurs that is not assigned to some other department of county government and acts as a liaison between the County Board and all county department heads and staff.

County administration staff serve a vital purpose. They keep the organization running and provide direction to others, including policymakers, on an ongoing basis. They have the responsibility to keep the public informed, and this sets the tone for how the public interacts with local government. Admin staff also facilitates development and

implementation of the county's strategic goals and keeps the county moving toward those goals and objectives.

Operations: Marquette County issued 5,267 checks to accounts payable in 2025 for a total of \$20,655,6231.47 and ACH transfers totaling \$2,997,487.44. Marquette County issued 115 1099 Forms to vendors as required by the Federal Tax Code.

2025 Payroll information:

- W2 Forms issued = 327
- Total gross wages = \$12,726,302.31
- New hires at full-time = 33
- New hires at part-time = 12
- Promotions = 11
- Resignations = 21
- Retired = 3
- Workers' compensation claims = 20 (Expense incurred totaled \$29,223.83 with no lost time claims)

Notable achievements and project work:

- Worked with Department Heads to set objectives for capital improvement projects
- Secured funds for capital improvement projects (CIP) through rating process and bond counsel to cover capital needs for next three years
- Worked with auditing firm Baker Tilly on the 2024 audit and year-end closeout
- Developed and presented the 2026 County Budget
- Entered a contract for services with a Strategic Planner to develop a county-wide strategic plan and facilitated numerous meetings involved with that process
- Worked with policymakers and Department Heads to revise and update department fee schedules
- Entered a fleet management agreement with Enterprise Fleet Management to better serve the vehicle needs of the county
- Secured the law firm of West and Dunn to represent and serve the county as Corporation Counsel
- Provided oversight of remaining ARPA-funded projects and the mandated reporting to the state and federal government
- Worked with attorneys related to settlement agreements with Opioid manufacturers, attended the Opioid Oversight Workgroup meetings, and filed status reports with the State and Federal governments on opioid projects and expenditures
- Participated in negotiations to secure an EMS union agreement and subsequent MOU to adjust the Paramedic wage scale within the EMS contract
- Worked with various department heads to facilitate department reorganizations including transition of the Economic Development position into that of Tourism and Social media coordinator
- Worked with the County Treasurer to determine investment strategies prioritizing fund balance growth based on collected revenues

The mission of the Administration Department is to provide operational management and support to the county in a fiscally responsible and efficient manner and to ensure that government services are provided to the citizens of Marquette County. The administration staff further recognizes its stewardship role and strives to:

- Follow state statutes and mandates that guide compliance and service provisions
- Work as a team
- Get results

Thank you for the opportunity to serve...

Ron Barger

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Marquette County Administrator