



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes January 11, 2021

Members present: James E. Foley, Vern E. Gove, Bob Koch, Barry Pufahl, JoAnn Wingers

Also in attendance during all or portions of the meeting: Nancy Long, Rebekka Cary, Heather Gove, Dean Kaderabek, Lisa Krintz, Sue Moll, Shonna Neary, Joe Ruf, Cory Wiegel

The meeting of the Executive Committee was called to order by Chair Gove at 1:00 p.m. The meeting was properly noticed as required by the Wisconsin Open Meetings Law. The meeting was held at the Administration building, Meeting Room #115, 112 E. Edgewater Street, Portage, Wisconsin.

Public Input

None.

Approval of Agenda

Motion by Foley to approve the revised agenda as published. Second by Wingers. Motion carried.

Approval of Minutes

Motion by Pufahl to approve the minutes of the December 7, 2020 and December 21, 2020 Executive Committee meetings, and the December 16, 2020 Joint Executive Committee and Finance Committee meeting. Second by Foley. Motion carried.

Operational Review: Veterans Service Officer

Motion by Koch to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for the Veterans Service Office. Second by Wingers. Motion carried.

Cary reported budgets are in line, staff earned 1.75 hours compensatory time on December 24th, and there was no out of county travel. Cary will work with the Human Resources Department regarding call in compensatory time allowed. Cary reported the Defense Bill added 3 new diseases to the Agent Orange Presumptive Conditions list, to include bladder cancer, hypothyroidism, and Parkinsonism. Her office will be reaching out to veterans and surviving spouses on additional benefits which may be available to them.

Counselor Position Shared with Sauk County

Cary presented a proposal from the Sauk County Veterans Service Office requesting to share a counselor position. Cary did not know the details of the position or the cost, which is not currently budgeted.

Motion by Pufahl to direct Cary to look into the position and costs and bring the request back to the committee for further consideration. Second by Wingers. Motion carried.

Operational Review: Register of Deeds

Committee members were introduced to Krintz, newly elected Register of Deeds.

Motion by Foley to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for the Register of Deeds Office. Second by Wingers. Motion carried.

Krintz reported the budgets are in line and there was no out of county travel. She reported staff will be earning compensatory time to keep up with the high volume of work until the replacement position is filled. Interviews with 4 candidates are tentatively scheduled for this Friday.

Operational Review: Land Information

Motion by Koch to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for the Land Information Office. Second by Wingers. Motion carried.

Kaderabek stated budgets and compensatory time are on target for the year to date, and there was no out of county travel. He reported the 911 data was audited with 72% accuracy, which is in line with other counties. The goal is 99.999% accuracy. The County was awarded \$50,000 through the 2021 strategic grant.

Operational Review: County Clerk

Motion by Wingers to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for the County Board. Second by Koch. Motion carried.

Motion by Koch to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for the County Clerk and Elections. Second by Pufahl. Motion carried.

Motion by Wingers to approve the December, 2020 Expenditure Report from 12/4/2020 through 1/7/2021 for Insurance. Second by Foley. Motion carried.

Moll reported budgets are in line and there was no out of county travel. Staff will earn compensatory time for the upcoming statewide Primary Election to be held on February 16th for the State Superintendent of Schools contest. The City of Columbus ballot will also include a Partisan Primary for the vacant Senate District 13 contest. Depending on the outcome of the Senate contest, there could be a special election later this year for the Assembly District 37 seat.

Appointments:

Board of Adjustment

Motion by Koch to recommend the appointment of E. Kevin O'Neill to the Board of Adjustment for a term to July, 2021. Second by Foley. Motion carried.

Health and Human Services Board Nurse

Heather Gove reported Beverly Muhlenbeck resigned from the Health and Human Services Board. Chair Gove distributed a resume for Jessica L. Smith and recommended her as the advisory nurse to replace Muhlenbeck. Smith currently works at Aspirus and is a resident of Columbia County.

Motion by Pufahl to recommend the appointment of Jessica L. Smith to the Health and Human Services Board to complete Beverly Muhlenbeck's remaining term to April, 2023. Second by Wingers. Motion carried.

South Central Library Systems Board

Motion by Koch to recommend the appointment of Linda Ross as an Alternate to the South Central Library Systems Board for a 3 year term to January, 2024. Second by Wingers. Motion carried.

Appoint Interim Public Health Officer

H. Gove informed the Committee she appointed Ellen Ellingsworth as the Interim Public Health Officer to fill in until a permanent Public Health Officer is hired. Ruf confirmed H. Gove has the authority of appoint the interim position. Ellingsworth is currently the Director of WIC and will be performing both duties during the interim.

Motion by Foley to support the appointment of Ellen Ellingsworth as Interim Public Health Officer until the position is permanently filled. Second by Pufahl. Motion carried.

Increase Hours for Registered Dietetic Technician from 33.75 hrs/wk to 37.5 hrs/wk

With the appointment of Ellen Ellingsworth as Interim Public Health Officer, H. Gove requested to increase the hours for the Registered Dietetic Technician from 33.75 hours per week to 37.5 hours per week until a Public Health Officer is hired. The cost for the increased hours will be covered by WIC funding.

Motion by Foley to approve the request to increase hours for the Registered Dietetic Technician from 33.75 hours per week to 37.5 hours per week until a Public Health Officer is hired. Second by Wingers. Motion carried.

Increase Administrative Assistant from 18.75 to 37.5 hours per week – Facilities Management

Ruf gave an explanation of the request to increase the Facilities Management Administrative Assistant from 18.75 hours per week to 37.5 hours per week. The request is part of the reorganization of the Facilities Management Department. The estimated cost of the increase in hours would be \$42,799.00 per year, which is not included in the 2021 budget. If approved, a resolution will need to be drafted to transfer funds. The request was approved by the Human Resources Committee. Koch stated the request has not been considered by the Information Services and Property Committee, which is the governing committee for the department. The committee will meet prior to the County Board meeting to consider the request.

Motion by Foley to approve the request to increase hours for the Facilities Management Administrative Assistant from 18.75 hours per week to 37.5 hours per week at an additional cost of \$42,799.00 per year. Second by Pufahl. Motion carried, not unanimously.

2021 Crime Policy Insurance

Moll presented two options for consideration on the proposed 2021 Crime Policy Insurance renewal. Neary reviewed the options and recommended Option 2, which included additional coverage at a slight increase approximately \$1,000 in the annual premium.

Motion by Pufahl to approve Option 2 with the 2021 Crime Policy Insurance renewal. Second by Wingers. Motion carried.

2021 Property Insurance

The 2021 Property Insurance renewal and deductible options were reviewed. Moll stated the property insurance will include Equipment Breakdown coverage, which was previously covered under a separate policy.

Motion to Foley approve the 2021 Property Insurance renewal with no changes in the current deductible. Second by Wingers. Motion carried.

Donation from Dairy Queen

The County received 22 coupons from Dairy Queen to be distributed to county employees in appreciation of their service. Moll and Ruf are looking for direction on how to proceed with the

donation as there are not enough coupons for all county employees. Options could be to decide to donate the coupons to a local organization or return them with a letter of appreciation.

Motion by Koch to direct Ruf to return the coupons to Dairy Queen along with a letter of appreciation. Second by Pufahl. Motion carried.

Set a Meeting to Review Ordinance Revisions

A meeting of the Executive Committee was scheduled for Thursday, January 28th at 9 a.m., in Meeting Room 115 of the Administration building, to review the ordinance revisions.

Set Next Meeting Date

The next regularly scheduled meeting of the Executive Committee will be determined at the January 28th meeting.

Motion by Foley to adjourn the Executive Committee meeting. Second by Wingers. Motion carried. The Executive Committee meeting was adjourned at 1:40 p.m.

Respectfully Submitted,



Bob Koch
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk