



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes January 28, 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: Denise Brusveen, Matt Rohrbeck, Jessica Hale, Sue Moll, Joe Ruf, Jacob Curtis (von Briesen & Roper, s.c.), Susan Endres (Portage Daily Register)

The meeting of the Executive Committee was called to order by Chair Gove at 8:01 a.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 Koch to approve the agenda as published. Second by Wingers. Motion carried.

Ordinance Revisions

Chapter 5 – Miscellaneous Buildings and Grounds Provisions

Discussion was held on concealed weapons. The existing ordinance prohibits concealed weapons on county-owned property. The proposed revision would allow concealed carry in any county building that does not have a statutory ban on weapons according to federal or state statute.

Motion by Pufahl to leave the proposed concealed weapon revision as presented, allowing concealed carry in any county building, for further discussion with the full County Board. Second by Foley. Motion carried.

Chapter 3 – Code of Ethics

Jacob Curtis, Attorney for von Briesen & Roper, gave his review and recommended changes to the proposed Code of Ethics.

Sec. 3.15 Investigations and Enforcement.

(5) Ethics Inquiry Board: Remove “County’s liability insurance company” and add “Corporation Counsel”.

Motion by Pufahl to change the sentence to read: “The Ethics Inquiry Board shall be chosen at random from the existing members of the County Board by the Corporation Counsel.”. Second by Foley. Motion carried.

Sec. 3.15 Investigations and Enforcement.

(5) Ethics Inquiry Board

(c) Hearing

2. Change from twenty (20) to five (5) business days

Motion by Foley to change the effective date from twenty (20) to five (5) business days. Second by Pufahl. Motion carried.

Supervisor M. Rohrbeck presented additional corrections and changes to Chapter 3 to be consistent with proposed changes made in the Standing Rules, as follows:

Sec. 3.14 County Relationship with Municipalities

- (1) and (2): Remove the "s" from Finance Committees

Sec. 3.15 Investigations and Enforcement.

(5) Ethics Inquiry Board

(d) Enforcement and Penalties

1. Add "removed from any or all committee appointments"

To read: Order the officer or employee to conform his or her conduct to the Ethics Code or recommend that the official or employee be removed from any or all committee appointments, censured, suspended, be issued a private reprimand, public reprimand, and in the case of an employee, may also recommend denial of merit increase, suspension without pay, discharge, or other appropriate disciplinary action.

Sec. 3.16 Columbia County Board of Supervisors Public Violations Process

Add:

Disciplinary actions that may be considered in response to a valid complaint of violating good public service in this chapter, include but are not limited to: the removal of any or all committee appointments, reprimand, and/or censure.

If a county board supervisor is removed from all committee appointments as a result of the disciplinary action of harassment, Rule 23 (2) requirement of "every member of the Board, except the Chair, shall be appointed to at least one standing committee initially and may be appointed to more than one such committee," is rescinded to this particular county board supervisor.

If a county board supervisor is reprimanded or censured for a code of ethics violation, that supervisor is immediately removed and permanently banned from all leadership positions while serving on the county board. Leadership positions include the County Board Chair, First Vice Chair, Second Vice Chair, Committee Chair, Committee Vice Chair, and Committee Secretary.

Motion by Pufahl to approve the changes to Chapter 3 as presented. Second by Wingers. Motion carried.

Motion by Pufahl to approve Chapter 3 – Code of Ethics with all approved changes and recommendations from von Briesen & Roper. Second by Koch. Motion carried.

Standing Rules

Rule 25. Relationship Between County Board Supervisors and Department Heads

(2) Add the following to the last sentence: "and shall be consistent with applicable state statutes."

(3) (b) Change "reasonable" to "justified"; and "shall" to "may"

(3) (d) Change "reasonable" to "justified"

Rule 26. Relationship Between County Board Supervisors and County Employees.

(1) Add the following to the first sentence: "consistent with Corporation Counsel approval", to read: Board members may submit a written request, consistent with Corporation Counsel approval, to any department head for information related to that department's job functions...

Add:

(10) If a county board supervisor is removed from all committee appointments as a result of the disciplinary action of harassment, Rule 23 (2) requirement of "every member of the Board, except the Chair, shall be appointed to at least one standing committee initially and may be appointed to more than one such committee," is rescinded to this particular county board supervisor.

(11) If a county board supervisor is reprimanded or censured for harassment, that supervisor is immediately removed and permanently banned from all leadership positions while serving on the county board. Leadership positions include the County Board Chair, First Vice Chair, Second Vice Chair, Committee Chair, Committee Vice-Chair, and Committee Secretary.

Motion by Pufahl to approve the Standing Rules, to include the changes and additions to Rule 25 and Rule 26, as presented. Second by Wingers. Motion carried.

The Committee recessed at 9:59 am and reconvened at 10:07 am

Employee Handbook & Personnel Manual for Management

Proposed changes to the Employee Handbook were reviewed. Proposed changes to the Personnel Manual for Management were also reviewed.

Motion by Koch to approve the Employee Handbook and Personnel Manual for Management as presented. Second by Pufahl. Motion carried.

Final Report to the County Board

Rohrbeck will prepare an updated PowerPoint presentation for the County Board. Hale will work with Rohrbeck to modify the final report with the approved changes. Gove would like supervisors to have the materials in February to review in advance of the March county board meeting.

Motion by Koch to direct the County Clerk to mail to every county board supervisor a complete copy of Chapter 3 - Code of Ethics with approved changes; the modified Report to the County Board; and the updated PowerPoint presentation. Second by Pufahl. Motion carried.

Set Next Meeting Date

The next regularly scheduled meeting of the Executive Committee will be held on March 8, 2021, unless the Chair determines a meeting is needed in February.

Motion by Koch to adjourn the Executive Committee meeting. Second by Wingers. Motion carried. The Executive Committee meeting was adjourned at 10:37 a.m.

Respectfully Submitted,



Bob Koch
Executive Committee Secretary