



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes March 7, 2022

Members present: James E. Foley, Vern E. Gove, Chris Polzer, Barry Pufahl, JoAnn Wingers

Also in attendance during all or portions of the meeting: Denise Brusveen, Kurt Calkins, Rebekka Cary, Dave Drews, Heather Gove, Chris Hardy, Shanna Herrick, Dean Kaderabek, Cathy Karls, Lisa Krintz, Bob Lambert, Shonna Neary, Joe Ruf, Jim Stilson, Amy Yamriska, Jason Willemarck

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

Ellen Pulver (Town of Wycena resident), Joyce Jansen (Town of Wycena resident), and Steve Kerns (Town of Marcellon resident), representing Columbia County ATV/UTV Enthusiasts, spoke in favor of the proposed ATV/UTV Ordinance.

Approval of Agenda

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

Approval of Minutes

Motion by Foley to approve the minutes of the February 4, 2022 Executive Committee meeting. Second by Polzer. Motion carried.

Operational Review: Veterans Service Officer

Motion by Pufahl to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for the Veterans Service Office. Second by Polzer. Motion carried.

Cary reported the budgets are in line and no out of county travel. One staff member earned 1 hour of compensatory time.

2021 Annual Report

Cary gave a review and highlights of the Veterans Service Annual Report.

Motion by Wingers to approve the 2021 Annual Report for the Veterans Service Office. Second by Foley. Motion carried.

Operational Review: Register of Deeds

Motion by Foley to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for the Register of Deeds Office. Second by Wingers. Motion carried.

Krintz reported the budgets are on target and there was no compensatory time. She reported out of county travel to Madison on March 7-9, 2022 to attend annual WCCO Conference.

2021 Annual Report

Motion by Foley to approve the 2021 Annual Report for the Register of Deeds Office. Second by Pufahl. Motion carried.

Operational Review: Land Information

Motion by Wingers to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for the Land Information Office. Second by Pufahl. Motion carried.

Kaderabek reported budgets are on target and there was no compensatory time. Columbia County municipalities have been provided a large map with voting wards to comply with state election laws. Columbia County has received the signed 2022 Strategic Initiative Grant (SIG) with the Wisconsin Department of Administration in the amount of \$60,000 for eligible land records modernization activities.

2021 Annual Report

Kaderabek gave a review and highlights of the Land Information Annual Report.

Motion by Pufahl to approve the 2021 Annual Report for the Land Information Department. Second by Polzer. Motion carried.

Operational Review: County Clerk

Motion by Foley to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for the County Board. Second by Pufahl. Motion carried.

Motion by Foley to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for the County Clerk and Elections. Second by Wingers. Motion carried.

Motion by Foley to approve the January and February, 2022 Expenditure Report from 1/7/2022 through 3/3/2022 for Insurance. Second by Wingers. Motion carried.

Herrick reported budgets are in line and there was no out of county travel. Staff earned compensatory time during the Primary Election and will earn compensatory time during the upcoming Spring Election to be held on April 5, 2022.

2021 Annual Report

Motion by Foley to approve the 2021 Annual Report for the County Clerk's Office. Second by Polzer. Motion carried.

The Abbrederis S.O.W. Foundation Donation to Health and Human Services

H. Gove shared that the Health and Human Services Department received a \$10,000 donation from the Abbrederis S.O.W. Foundation to help support people upon hard times in Columbia County.

Motion by Pufahl to accept the Abbrederis S.O.W. Foundation donation in the amount of \$10,000. Second by Polzer. Motion carried.

New Position Request for Community Health Worker - HHS

H. Gove requested a new position for a Community Health Worker. The \$82,300 funding for the temporary position will be funded through a grant available in the Public Health Workforce as part of

the American Rescue Plan Act of 2021. The grant has over \$100,000 in funds available. This position would provide assistance with COVID recovery needs and end when the grant funding ends.

Motion by Foley to approve the new position request for a Community Health Worker, with funds from the Public Health Workforce grant. Second by Polzer. Motion carried.

New Position Request for Social Worker - HHS

H. Gove requested a new position for a Social Worker. This position will cover the Birth to Three Program duties, currently part of the Children's Disability Coordinator's (CDC) duties. A substantial increase in cases for the mandated Birth to Three program cannot be processed within the program requirements without the additional position. The cost to the County for the additional position will be \$55,300.

Motion by Wingers to approve the new position request for a Social Worker. Second by Pufahl. Motion carried.

Out of State Travel Requests

The following departments requested out of state travel:

- Sheriff's Office - 3 staff to attend the Motorola/Spillman Conference in Florida on April 25-28, 2022. Motion by Pufahl to approve out of state travel request for Sheriff's Office as presented. Second by Polzer. Motion carried.
- Management Information Services - 1 staff to attend the Motorola/Spillman Conference in Florida on April 25-28 2022. Motion by Wingers to approve out of state travel request for Management Information Services as presented. Second by Pufahl. Motion carried.
- Highway Department - 5 staff to attend the Etnyre Customer Operation and Trouble Shooting Seminar in Illinois on March 21, 2022. Motion by Pufahl to approve out of state travel request for Highway Department as presented. Second by Wingers. Motion carried.
- Land Information Department – 1 staff to attend the Motorola/Spillman Conference in Florida on April 25-28, 2022. Motion by Pufahl to approve out of state travel request for Land Information Department as presented. Second by Wingers. Motion carried.
- Land Information Department – 1 staff to attend the Esri User conference in CA on July 11-15, 2022. Motion by Wingers to approve out of state travel request for Land Information Department as presented. Second by Polzer. Motion carried.
- Veterans Service – 1 staff to attend Veteran's National Association in Texas on June 5-10, 2022. Motion by Pufahl to approve out of state travel request for Veterans Service Office. Second by Polzer. Motion carried.

American Rescue Plan Act (ARPA) Funding Update

Neary gave an update on the ARPA funding and provided a handout. The following department requests were considered:

Columbia Health Care Center

Three bids were received for the outdoor patio project. The lowest bid of \$54,727.00 was received from Lang Builders. Initial funding was to come from the ARPA fund. CHCC received over \$582,000 COVID funding, which could be used for the patio project.

Motion by Polzer to award the bid to Lang Builders in the amount of \$54,727.00 with funds from the Health Care Center's COVID funding. Second Foley. Motion carried.

Facilities Management

One bid was received for the LEC cameras. The bid from Systems Technologies was in the amount of \$15,302.47.

Motion by Pufahl to approve ARPA funds to purchase new and replacement cameras for the Law Enforcement Center in the amount of \$15,302.47 from Systems Technologies. Second by Polzer. Motion carried.

Appointments

Motion by Wingers to recommend the appointment of Eric Ingram to the Local Emergency Planning Committee, replacing Amanda Blank. Second by Polzer. Motion carried.

Resolution: Establishing 2023-2026 Total Annual Compensation for Sheriff and Clerk of Courts

Motion by Pufahl to approve the resolution establishing 2023-2026 total annual compensation for Sheriff and Clerk of Courts. Second by Wingers. Motion carried.

Resolution: Transfer of Funds to Cover 2021 Overdrawn Accounts

Motion by Pufahl to approve the resolution to transfer funds in the amount of \$5,625 from the pre-closing General Fund Account to the overdrawn County Board accounts. Second by Foley. Motion carried.

Resolution: Transfer Funds for Part-Time Land and Water Conservation Department Administrative Assistant Compensation

Motion by Wingers to approve the resolution to transfer funds for Part-Time Land and Water Conservation Department Administrative Assistant compensation in the amount of \$30,070 from 2022 Contingency Fund Account to the 2022 Ag Outreach Account. Second by Pufahl. Motion carried.

Resolution: Create Community Health Worker Position and Transfer Funds for Compensation

Motion by Foley to approve the resolution to create Community Health Worker position and transfer funds for compensation. Second by Polzer. Motion carried.

Resolution: Create Social Worker Position and Transfer Funds for Compensation

Motion by Wingers to approve the resolution to create Social Worker position and transfer funds for compensation. Second by Foley. Motion carried.

Resolution: Work Zone Safety Week 2022

Motion by Foley to approve the resolution designating the week of April 11th through April 15th, 2022 "Work Zone Safety Awareness Week in Columbia County". Second by Wingers. Motion carried.

Resolution: Honoring Tom Borgkvist

Motion by Polzer to approve the resolution honoring Tom Borgkvist and his years of service to the County Board. Second by Wingers. Motion carried.

Resolution: Honoring Nancy M. Long

Motion by Wingers to approve the resolution honoring Nancy M. Long and her years of service to the County Board. Second by Foley. Motion carried.

Resolution: Honoring Robert McClyman

Motion by Polzer to approve the resolution honoring Robert McClyman and his years of service to the County Board. Second by Wingers. Motion carried.

Resolution: Honoring Barry Pufahl

Motion by Polzer to approve the resolution honoring Barry Pufahl and his years of service to the County Board. Second by Foley. Motion carried. Pufahl abstained.

Vice Chair Wingers presided over the meeting as Chair Gove left the room during the discussion of the resolution to Dedicate the Columbia County Administration Building Room 116.

Resolution: Dedicate Columbia County Administration Building Room 116

Polzer presented the resolution and his support of designating Room 116 as the Vern E. Gove County Boardroom. He respectfully asked the resolution be passed and submitted to County Board.

Motion by Pufahl to approve the resolution to dedicate Columbia County Administration Building Room 116. Second by Polzer. Motion carried. Gove abstained.

Gove returned and presided over the meeting.

Ordinance: Amend Chapter 9 – Highway and Transportation Department (9.13 ATV and/or UTV Highway Access Control)

Hardy gave a brief explanation of the proposed ordinance regulating ATV/UTV use on county highways.

Motion by Polzer to approve the ordinance to amend Chapter 9 – Highway and Transportation Department ATV and/or UTV Highway Access Control. Second by Foley. Motion carried.

Ordinance: Amend Chapter 9 – Highway and Transportation Department (9.07(3)(a)(6) Construction Access – Temporary Access Points)

Motion Polzer to approve the ordinance to amend Chapter 9 – Highway and Transportation Department Temporary Access Points. Second by Wingers. Motion carried.

Coronavirus/CoVid19 Situation Report

Ruf reviewed recent changes to the CDC guidelines and stated mask requirements are no longer required, with the exception of Courthouse, Health Care Center and Jail/Huber Center, which are subject to specific federal and state rules governing those facilities.

Motion by Polzer to authorize removal of masking requirement signs from County buildings not subject of federal and state rules. Second by Wingers. Motion carried.

Annual County Vehicle Mileage Forms

The Annual County Vehicle Mileage Report was shared with the committee as part of the county's policy. The report is for informational purposes only.

Retain Boardman & Clark LLP

Motion by Polzer to go into closed session pursuant to sec. 19.85(1)(f), Wis. Stat., Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. [Retain Boardman & Clark LLP]. If the Committee goes into closed session, it will return to open session. Second by Pufahl. The roll call vote was unanimous. The Executive Committee went into closed session at 1:59 p.m. with Foley, Gove, Polzer, Pufahl, Wingers, Brusveen, Herrick, and Ruf attending.

Motion by Polzer to return to open session. Second by Foley. Motion carried. The Committee returned to open session at 2:23 p.m.

Motion by Pufahl to retain Boardman & Clark LLP. Second by Polzer. Motion carried.

Set Next Meeting Date

The next meeting of the Executive Committee will be held on April 11, 2022 at 1:00 p.m.

Motion by Wingers to adjourn the Executive Committee meeting. Second by Polzer. Motion carried. The Executive Committee meeting was adjourned at 2:25 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Barry Pufahl".

Barry Pufahl
Executive Committee Secretary

These minutes were recorded by Shanna Herrick, Chief Deputy County Clerk