



COLUMBIA COUNTY

Board of Supervisors

112 E. Edgewater Street
Portage, WI 53901

608-742-9654

FAX: 608-742-9602

WEBSITE: www.co.columbia.wi.us

Columbia County Executive Committee Minutes March 9, 2020

Members present: Dan F. Drew, James E. Foley, Vern E. Gove, Barry Pufahl, JoAnn Wingers

Also in attendance during all or portions of the meeting: Tom Borgkvist, Eric J. Shimpach, Rebekka Cary, Katie Day, Ashley Jahn, Dean Kaderabek, Karen Manske, Sue Moll, Joe Ruf, Kate Young

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.

Approval of Agenda

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

Approval of Minutes

Motion by Pufahl to approve the minutes of the January 6, 2020 Executive Committee regular meeting, January 15, 2020 Executive Committee meeting, and January 15, 2020 Executive Committee joint meeting with the Information Services Committee and Finance Committee. Second by Wingers. Motion carried.

Operational Review – Veterans Service Officer

Motion by Foley to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for the Veterans Service Office. Second by Wingers. Motion carried.

Cary reported the budgets are on track. She also reported out of county travel to the Oxford Prison on March 11th and Madison on March 17th.

Limited Term Employee Request

Cary reported the Veterans Service Office has received an increase in office visits. Veteran appointments are currently being scheduled out to April. She is requesting to hire a limited term employee to assist with administrative duties, to include answering phones, walk-ins, and making appointments.

Motion by Drew to approve the request to hire a limited term employee in the Veterans Service Office. Second by Pufahl. Motion carried.

Ruf stated the request will require approval by the Finance Committee. Once approved, the process to fill the position will begin.

Support Legislation to Increase Funding for County Veterans Service Officer Grant Resolution

Cary stated the Wisconsin State Legislature is considering a bill to increase funding for County Veterans Service Officers. Currently, the County receives a grant in amount of \$11,500, which has not been increased since 1997. Based on legislation being considered, Columbia County would see an increased grant in the amount of \$29,000, based on the proposed format.

Motion by Foley to approve the resolution to support legislation to increase funding for the County Veterans Service Officer grant. Second by Wingers. Motion carried.

2019 Annual Report

Cary presented the Annual Report for the Veterans Service Office.

Motion by Pufahl to approve the 2019 Veterans Service Annual Report. Second by Wingers. Motion carried.

Operational Review – Register of Deeds

Motion by Foley to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for the Register of Deeds Office. Second by Pufahl. Motion carried.

Manske reported the budget is in line and there was no compensatory time or out of county travel.

Manske received 4 bids for the scanning project. She awarded the contract to On Q Solutions, the lowest bidder, pending a review of the contact by Corporation Counsel.

2019 Annual Report

Manske presented the Annual Report for the Register of Deeds Office.

Motion by Drew to approve the 2019 Register of Deeds Annual Report. Second by Foley. Motion carried.

Operational Review – Land Information

Motion by Foley to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for the Land Information Office. Second by Wingers. Motion carried.

Kaderabek stated budgets and compensatory time are on target for the year to date. He reported out of county travel for staff to attend a redistricting meeting in Madison; an Association meeting in Stevens Point; and a Next Generation meeting in Baraboo.

Kaderabek reported the Land Information Department web server was updated; He worked with Emergency Management to develop a web application on the Blackhawk area, identifying flooding areas, where permanent residents live, etc. to address any issues when flooding occurs in the area.

2019 Annual Report

Kaderabek presented the Annual Report for the Land Information Office.

Motion by Pufahl to approve the 2019 Land Information Annual Report. Second by Wingers. Motion carried.

Operational Review – County Clerk

Motion by Wingers to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for the County Board. Second by Foley. Motion carried.

Motion by Foley to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for the County Clerk and Elections. Second by Pufahl. Motion carried.

Motion by Pufahl to approve the January and February 2020 Expenditure Report from 12/27/2019 through 3/5/2020 for Insurance. Second by Foley. Motion carried.

Moll reported budgets are in line, staff earned compensatory time during the February 18 Election and will earn compensatory time during the upcoming election on April 7th. She reported out of county travel to Madison on March 2-3 for the WCCO Conference and March 11 for a Redistricting meeting in Madison.

2019 Annual Report

Moll presented the Annual Report for the County Clerk's Office.

Motion by Foley to approve the 2019 County Clerk Annual Report. Second by Drew. Motion carried.

Appointments

Motion by Foley to approve the appointment of Jan Bauman to the Veterans Service Commission, to complete John Van Wie's remaining term to December, 2021. Second by Wingers. Motion carried.

Motion by Wingers to approve the appointment of Ralph Hemling to the Board of Adjustment, to complete Bernard Spink's remaining term to July, 2020. Second by Foley. Motion carried.

Motion by Foley to recommend the appointment of Dennis Richards and Brad Tenbarge to the Local Emergency Planning Committee for a term to April, 2020. Second by Pufahl. Motion carried.

Motion by Wingers to approve the appointment of Keith Miller to the Fall River Tax Incremental District (TID). Second by Drew. Motion carried.

Motion by Foley to approve the list of Emergency Fire Wardens for 2020 as presented. Second by Wingers. Motion carried.

Resolution in Recognition of Cheryl M. Davis

Motion by Pufahl to approve the John C. Van Wie Memorial resolution. Second by Foley. Motion carried.

John C. Van Wie Memorial Resolution

Motion by Foley to approve the John C. Van Wie Memorial resolution. Second by Wingers. Motion carried.

Resolutions Honoring Outgoing County Supervisors Blair, Bradley, Leatherberry, Rashke, Robson, and Zander

Motion by Pufahl to approve the resolutions honoring outgoing county supervisors. Second by Wingers. Motion carried.

Set Next Meeting Date

The next regularly scheduled meeting of the Executive Committee was scheduled for April 13, 2020 at 1 p.m. in Meeting Room #115 of the Administration building.

HHS Position Request: Increase Hours from 37.5 Per Week to 40 Per Week – Drug Treatment Court Program Coordinator and OWI Treatment Court Coordinator

Day requested to increase the hours from 37.5 per week to 40 hours per week for the Drug Treatment Court Program Coordinator and the OWI Treatment Court Coordinator. Grant funding will cover the increased expense.

Motion by Foley to approve the request to increase the hours from 37.5 to 40 hours per week for the Drug Treatment Court Program Coordinator and the OWI Treatment Court Coordinator. Second by Pufahl. Motion carried.

HHS Position Request: Increase Hours from 37.5 Per Week to 40 Per Week – Elderly Benefits Specialist

Day requested to increase the hours from 37.5 per week to 40 hours per week for the Elderly Benefits Specialist. Grant funding will cover the increased expense.

Motion by Foley to approve the request to increase the hours from 37.5 to 40 hours per week for the Elderly Benefits Specialist. Second by Wingers. Motion carried.

Resolution to Transfer Funds to Cover 2019 Overdrawn Capital Projects Account

Ruf explained the Capital Projects Account is overdrawn by \$37,630 due to higher than anticipated costs for outside legal counsel to represent Columbia County in State and Federal litigation related to the County's eminent domain acquisition of property as part of the County's building project.

Motion by Pufahl to approve the resolution to transfer funds in the amount of \$37,630 from the General Fund to the 2019 overdrawn Capital Projects account. Second by Wingers. Motion carried.

Resolution Establishing 2021-2024 Total Annual Compensation for County Elected Officials

Motion by Foley to approve the resolution establishing 2021-2024 total annual compensation for county elected officials. Second by Drew. Motion carried.

Motion by Foley to adjourn the meeting. Second by Wingers. Motion carried. The Executive Committee meeting was adjourned at 1:54 p.m.

Respectfully Submitted,



JoAnn Wingers
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk