



# COLUMBIA COUNTY

Board of Supervisors

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## **Columbia County Executive Committee Minutes April 10, 2017**

Members present: Mary Cupery, Vern E. Gove, James E. Foley, Kirk Konkell, JoAnn Wingers

Also in attendance during all or portions of the meeting: Kristen Anderson, Rich Hasse, Susan Lorenz, Karen Manske, Sue Moll, Joe Ruf, Lois Schepp

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 1, 400 DeWitt Street, Portage, WI.

### **Approval of Agenda**

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

### **Approval of Minutes**

Motion by Cupery to approve the minutes of the March 6, 2017 and March 15, 2017 Executive Committee meetings. Second by Foley. Motion carried.

### **Operational Review – Veterans Service Officer**

Motion by Konkell to approve the March 2017 Expenditure Report from 3/3/2017 through 4/6/2017 for the Veterans Service Office. Second by Wingers. Motion carried.

Hasse reported upcoming out-of-county travel. He also reported on a Veteran Outreach and Recovery Program (VORP).

### **Operational Review – Register of Deeds**

Motion by Wingers to approve the January through March 2017 Expenditure Report from 1/6/2017 through 4/6/2017 for the Register of Deeds Office. Second by Cupery. Motion carried.

Manske stated the Register of Deeds Office hit a milestone, 40% of documents were recorded online in March.

### **Operational Review – Land Information**

Motion by Foley to approve the March 2017 Expenditure Report from 3/3/2017 through 4/6/2017 for the Land Information Office. Second by Konkell. Motion carried.

Anderson addressed Konkell's concerns regarding the "Dark Store" properties and stated legislation is in the works to address concerns. She also stated legislation is in works to eliminate personal property tax, if passed, it would have an impact on duties performed in the Land Information Department.

### **Operational Review – County Clerk**

Motion by Wingers to approve the March 2017 Expenditure Report from 3/3/2017 through 4/6/2017 for the County Board. Second by Konkel. Motion carried.

Motion by Foley to approve the March 2017 Expenditure Report from 3/3/2017 through 4/6/2017 for the County Clerk. Second by Cupery. Motion carried.

Motion by Cupery to approve the March 2017 Expenditure Report from 3/3/2017 through 4/6/2017 for the Insurance. Second by Wingers. Motion carried.

Moll reported compensatory time was earned by staff on election night. She also gave an update on election results, stating turnout was 16% of eligible voters in Columbia County.

### **Appointments**

Motion by Wingers to recommend the appointment of Don De Young to the Information Services and Property Committee and Mary Cupery to the Highway Committee, filling the vacancies created by Supervisor Hutler's resignation. Second by Foley. Motion carried.

Motion by Foley to recommend the appointment of Beverly Muhlenbeck as the RN Representative to the Health and Human Services Board for a 3 year term to April, 2020. Second by Cupery. Motion carried.

Motion by Wingers to recommend the appointment of Debra Torrison and Melanie Wiersma as county representatives to the Cambria Library Board for a 3 year term to May, 2020. Second by Foley. Motion carried.

Motion by Konkel to recommend the re-appointment of Linda Balsiger as the county representative to the Wyocena Library Board for a 3 year term to May, 2020. Second by Cupery. Motion carried.

### **Resolution – Approving Alteration of Supervisory District Boundaries – City of Lodi**

Ruf gave an overview of recent annexations of property between the City of Lodi and the Town of Lodi. The resolution approves supervisory district boundary changes as a result of the annexations.

Motion by Foley to approve the resolution to approve the alteration of supervisory district boundaries in the City of Lodi. Second by Wingers. Motion carried.

### **Resolution – Authorizing the Request for Legal Loss Prevention Services coverage from the Wisconsin County Mutual Insurance Corporation**

Motion by Cupery to approve the resolution to include Assistant Corporation Counsel Krista E. Miller and Assistant Corporation Counsel Susan M. Fisher as authorized designees in the absence of Joseph Ruf, III, Corporation Counsel/Human Resources Director. Second by Foley. Motion carried.

### **Resolution – Honoring Kenneth Hutler**

Gove received a letter of resignation from Supervisor Hutler, effective May 1, 2017.

Motion by Wingers to approve the resolution honoring Kenneth Hutler. Second by Konkel. Motion carried.

Gove directed the County Clerk to publish a news release to fill the vacancy in Supervisory District 7.

**Ordinance - Amend Title 4, Chapter 1, Section 16, Records Retention**

Schepp explained the additions to the Records Retention Ordinance are needed as part of an upcoming audit.

Motion by Foley to approve the ordinance to amend Title 4, Chapter 1, Section 16, Records Retention. Second by Wingers. Motion carried.

**Ordinance - Amend Title 9, Chapter 1, Fee Schedule**

Schepp and Anderson reviewed changes to the Fee Schedule. Schepp stated the updates were necessary in preparing for the upcoming audit.

Motion by Foley to approve the ordinance to amend Title 9, Chapter 1, Fee Schedule. Second by Konkell. Motion carried.

**Public Employee Blanket Bond/Crime Policy Changes**

Schepp has recommended an increase to the employee blanket bond/crime policy coverage. Most employees are currently covered at \$5,000. She would like to see coverage increased to \$50,000. Clerk of Court staff, Register of Probate staff, and Treasurer staff handle large amounts of cash with some employees covered with additional coverage of \$200,000.

Motion by Foley to increase employee blanket bond/crime coverage to \$50,000 with identified employees covered for an additional \$200,000. Second by Wingers. Motion carried.

**Request to Purchase Town of Wyocena Parcel Number 219A**

Ruf shared a letter received from Randall Rhode offering to purchase Parcel #219A in the Town of Wyocena. The Highway Committee has also reviewed the request.

Motion by Wingers to approve a request to purchase the Town of Wyocena Parcel #219A. Second by Foley. Motion carried.

**Grand Opening Plans**

Gove asked for input on when to schedule the Grand Opening of the new County buildings. The Administration Building will be operational in June 2017, and Health and Human Services and the Courthouse will be operational approximately a year later in 2018.

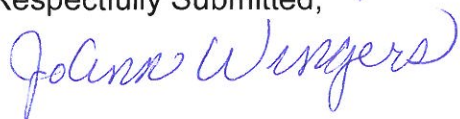
Motion by Foley to hold one Grand Opening when all County building projects are complete. Second by Cupery. Motion carried.

**Set Next Meeting Date**

The next regular meeting of the Executive Committee was set for Monday, May 8, 2017 at 1 p.m.

Motion by Wingers to adjourn the meeting. Second by Foley. The Executive Committee meeting was adjourned at 2:04 p.m.

Respectfully Submitted,



JoAnn Wingers  
Executive Committee Secretary