



112 E. Edgewater Street
Portage, WI 53901

608-742-9654

FAX: 608-742-9602

WEBSITE: www.co.columbia.wi.us

Columbia County Executive Committee Emergency Meeting Minutes May 4, 2020

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

Others were also in attendance by teleconference during all or portions of the meeting.

The emergency 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 Drew to approve the second revised agenda as published. Second by Wingers. Motion carried.

Approval of Minutes

Motion by Pufahl to approve the minutes of the Executive Committee April 30, 2020 emergency meeting. Second by Foley. Motion carried.

Expenditure Reports

Expenditure Reports for each department, for the months of March and April, were reviewed in order by committee, as follows:

UW-Extension	\$ 17,598.48
Land and Water Conservation	31,620.65
County Board Payroll	7,626.50
County Board	10,440.67
County Clerk	12,386.45
Insurance	25,776.71
Veterans Service	868.14
Register of Deeds	1,230.42
Land Information	91,867.04
Treasurer	1,841.31
Accounting	16,697.35
Health Care Center	360,681.21
Health and Human Services	3,429,787.00
Human Resources	35,913.18
Highway	704,995.79
Capital Projects	172,039.42
Facilities Management	310,553.42
MIS	275,227.05

Clerk of Courts	45,876.90
Branch 1	33.94
Court Commissioner	13,045.00
Circuit Court Operations	726.26
Register in Probate	12,729.28
District Attorney	3,350.40
Corporation Counsel	3,571.90
Child Support	5,739.40
Medical Examiner	11,363.92
Sheriff Administration	404,795.80
Emergency Management	2,373.82
Planning & Zoning	9,705.91
Solid Waste	436,378.86

Motion by Foley to approve the expenditure reports as presented. Second by Wingers. Motion carried.

Columbia County Library Systems Board

Long, Chair of the Columbia County Library Systems Board, requested to hold a regularly scheduled meeting of the County Library Systems Board on May 15. She stated the Portage Public Library has a Zoom account and will plan to host the Zoom meeting. Ruf stated the County Library Systems Board is not an official county committee and has citizen members in addition to county supervisors appointed to the committee.

Motion by Pufahl to approve the May County Library Systems Board meeting if conducted by Zoom. Second by Wingers. Motion carried.

Resolution – Adopt 2020 Columbia County All Hazards Mitigation Plan

Motion by Pufahl to approve the resolution to adopt the 2020 Columbia County All Hazards Mitigation Plan. Second by Foley. Motion carried.

Changes to County Department Operations in Response to Coronavirus/COVID-19 State of Emergency/Emergency Staffing Plans for County Departments/Changes to County employee work schedules and work rules

Nothing to report. No action taken.

Individual Matters from Departments Requiring Immediate Attention:

Facilities Management

Air Conditioning Unit at the Courthouse

Wiegel requested direction on how to proceed with the repair or replacement of the 30 year old air conditioning unit at the courthouse. He stated the cost of repairs is approximately \$10,000 and the cost of replacement is approximately \$25,484. The item was not included in the budget. Schepp stated funds could be used from the Capital Improvement Fund, which has a balance of \$763,000. She indicated some of the funds may be needed to balance the budget. Schepp asked Wiegel if some capital outlay requests could be put on hold. He will discuss this with the new governing committee.

Motion by Foley to approve the purchase of a replacement air conditioning unit at the courthouse, in the amount of \$25,484. Second by Pufahl. Motion carried.

Health and Human Services

Line Item Transfer Request for Furniture

Day requested approval to purchase and install furniture for the office of the new Dept. of Children and Families supervisor. She could use capital outlay funds, originally intended for standup desks, towards the purchase of furniture.

Motion by Drew to approve the line item transfer request to transfer \$3,050 from the Program Costs Account to the Capital Outlay Account for the purchase and installation of office furniture. Second by Pufahl. Motion carried.

Position Replacement Request for Economic Support Specialist

Motion by Drew to approve the position replacement request for an Economic Support Specialist. Second by Wingers. Motion carried.

MIS

Purchase Requests

Drews requested JD Edwards, in the amount of \$2,500, and SQL training, in the amount of \$2,000, for staff; and the purchase of a Spam filter, in the amount of \$8,000, Exchange CAL's, in the amount of \$33,992, and SCCM CAL's, in the amount of \$23,000, for a total amount of \$69,492. He stated all items are budgeted.

Motion by Foley to approve the purchase and training requests as presented in the amount of \$69,492. Second by Wingers. Motion carried.

Bid Proposal for Solid Waste Wireless Bridge

Drews was accepting proposals for a wireless bridge connection to the Solid Waste facility to improve internet reception. He recommended awarding the bid to COMMCONNECT Group, Inc. in the amount of \$43,800, which was the lowest bid. He stated the funds are in the MIS capital outlay budget.

Motion by Pufahl to award the contract to COMMCONNECT Group, Inc., in the amount of \$43,800, for the Solid Waste wireless bridge connection. Second by Foley. Motion carried.

District Attorney

Position Replacement Request for Legal Secretary

Yaskal requested to fill the Legal Secretary position which became vacant.

Motion by Pufahl to approve the position replacement request for a Legal Secretary in the District Attorney's Office. Second by Wingers. Motion carried.

Highway & Transportation Disallowance of Liability Claim: Tonyan, IH 39 NB @ Grotzke Rd, Town of Fort Winnebago, WI; and Ford, STH 16 @ Williams Rd, Town of Otsego, WI Establish COVID-19 Isolation Sites**

Motion by Foley to go into closed session to Wisconsin State Statute Section 19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved." [Disallowance of Liability Claim: Tonyan, IH 39 NB @ Grotzke Rd, Town of Fort Winnebago, WI; Disallowance of Liability Claim: Ford, STH 16 @ Williams Rd, Town of Otsego, WI]; and Wis. State Statute Section 19.85(1)(e), Stats., Deliberating or negotiating the purchasing of public properties, the

investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session [Establish COVID-19 Isolation Sites]. If the Committee goes into closed session, it will return to open session. Second by Wingers. The roll call vote was unanimous. The Executive Committee went into closed session at 1:52 p.m. with Drew, Foley, Gove, Pufahl, Wingers, Drews, Moll and Ruf attending. Hardy was also in attendance remotely.

Motion by Drew to return to open session. Second by Wingers. Motion carried. The Committee returned to open session at 2:30 p.m.

Motion by Pufahl to deny the claims submitted by Tonyan, IH 39 NB @ Grotzke Rd in the Town of Fort Winnebago, and Ford, STH 16 @ Williams Rd in the Town of Otsego. Second by Foley. Motion carried.

Motion by Wingers to adjourn the meeting. Second by Foley. Motion carried. The Executive Committee meeting was adjourned at 2:31 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "JoAnn Wingers".

JoAnn Wingers
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk