



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes May 9, 2024

Members present: Tess Carr, Brad Cook, Liz Miller, Douglas Richmond, Darren W. Schroeder

Also in attendance during all or portions of the meeting: Denise Brusveen, Adam Field, Jeff Leckwee, Keith Miller, James Stilson, Josiah Wynn, Greg Bisch, Jodi Burmania, Rebecca Cary, John Grams, Heather Gove, Jessica Hale, Bob Koch, Lisa Krintz, Sue Moll, Shonna Neary, Jason Willemarck

The meeting of the Executive Committee was called to order by Chair Schroeder at 8:30 a.m. A quorum of the committee was present. 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 Richmond to approve Revision 4 of the agenda as published. Second by Cook. Motion carried.

Approval of Minutes

Motion by Richmond to approve the minutes of the March 14, 2024 and April 16, 2024 Executive Committee meetings. Second by Miller. Motion carried.

Operational Review: Veterans Service Officer

Motion by Richmond to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for the Veterans Service Office. Second by Cook. Motion carried.

Cary reported the budgets are on track and there was no compensatory time. She reported out of state travel next week to Denver, CO for the National Conference, and out of county travel to Iowa County on May 31. Cary also reported on donations received totaling \$1,150.

Operational Review: Register of Deeds

Motion by Richmond to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for the Register of Deeds Office. Second by Miller. Motion carried.

Krintz reported the budgets are on target and there was no compensatory time. She reported out of state travel to Iowa for the Fidlar Conference and out of county travel on June 4 for a district meeting.

Operational Review: Land Information

Motion by Cook to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for the Land Information Department. Second by Carr. Motion carried.

Grams reported the budgets are on target and there was no compensatory time or out of county travel.

Position Description for a Land Information Intern/LTE

Grams presented a position description for a Land Information Intern/LTE. He stated the position would assist with highway maps and other projects. The position is not budgeted for 2024. He would like to request funding in the 2025 budget with a plan to hire next summer.

Motion by Richmond to approve the position description for the Land Information Intern/LTE. Second by Miller. Motion carried.

Operational Review: County Clerk

Motion by Cook to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for the County Board. Second by Carr. Motion carried.

Motion by Carr to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for the County Clerk and Elections. Second by Richmond. Motion carried.

Motion by Richmond to approve the 2024 Expenditure Report from 03/08/2024 through 05/02/2024 for Insurance. Second by Miller. Motion carried.

Moll gave a brief update on the status of the Solid Waste fire claims. Final numbers should be received late next week. She reported the budgets are in line and there was no out of county travel to report. Staff earned compensatory time working the election in April. Moll also shared artwork submitted by 4th grade students for the directory cover.

American Rescue Plan Act (ARPA) Summary Review

Neary gave an update on the ARPA funding and provided a handout. She stated all funds need to be obligated by the end of 2024 and spent by the end of 2026.

Appointments

Schroeder received a request from Supervisor Henry St. Maurice to be removed from the IS&P Committee. He would like to appoint Supervisor Andrew Kolberg to fill the vacancy.

Motion by Richmond to approve the appointment of the Andrew Kolberg to the Information Services and Property Committee. Second by Miller. Motion carried.

Carr gave a brief explanation of the Broadband Committee duties and requested the committee continue. She proposed the following members: Brad Cook, Steve Balsiger, Char Holtan, Rich Bailey, and herself.

Motion by Miller to appoint to the Ad Hoc Broadband Committee members as presented. Second by Richmond. Motion carried.

Richmond gave a brief explanation of the Opioid Committee activity and asked for the committee to continue with the reappointment all the original members. Gove stated the original members included

Doug Richmond, Jeffrey Leckwee, Liz Miller, Tom Drury, Cheryl Anderson, Keith Miller, Jessica Beckett, Roger Brandner, Ellen Ellingsworth and Stephanie Nickel.

Motion by Miller to appoint to the Ad Hoc Opioid Committee as presented. Second by Carr. Motion carried.

Motion by Carr to include a legal representative to the Ad Hoc Opioid Committee. Second by Cook. Motion carried.

Gove have a brief background on the citizen members recommended for appointment to the ADRC Board.

Motion by Richmond to recommend the reappointment of Kayla Wolff, citizen member, to the ADRC Board for a term to April, 2027. Second by Miller. Motion carried.

Motion by Miller to recommend the appointment of Frederick A. Kocher, citizen member, to the ADRC Board for a term to April, 2027. Second by Richmond. Motion carried.

Cook gave a list of names recommended by the Agriculture, Extension, Land and Water Conservation Committee, as follows:

- Harmony Grove Lake District – Herbert Hansen, citizen member
- Lazy Lake Management District – Keith Miller
- Pardeeville Lakes Management District – Steve Balsiger
- Wyona Lake Management District – Andrew Fischer

The appointment of a citizen member to the Harmony Grove Lake District was discussed. Carr had reached out to Herbert Hansen and he expressed an interest to continue on as the representative, as he has done for approximately 6 years. K. Miller expressed his concerns and recommended a county supervisor be appointed. Carr will contact Hansen and invite him to attend the AELWC Committee to discuss his qualifications. The appointment to the Harmony Grove Lake District was tabled.

Motion by Cook to approve the appointments to the Lazy Lake, Pardeeville Lakes, and Wyona Lake Management Districts as presented for a term to April, 2026. Second by Richmond. Motion carried.

Koch gave a brief explanation of the LEPC and the representation requirements. He proposed the following appointments:

- Roger Brandner, Sheriff
- Troy Haase, Citizen Member
- Todd Endl, Emergency Management
- Suzi Hemler, Citizen Member
- Ken Hutler, Citizen Member
- Eric Ingram, Citizen Member
- Keith Klafke, Citizen Member
- Bob Koch, Emergency Management
- Keith F. Miller, County Board*
- Paul Nadolski, Citizen Member
- Diana O'Neill, Red Cross Representative
- E. Kevin O'Neill, Citizen Member
- Jon Plumer, Legislative Representative

- Steven Rohrbeck, County Board*
- Amy Sandow, Citizen Member
- Nathan Sievers, Citizen Member
- Brad Tenbarger, Citizen Member
- Jonathan Stefonek/Lodi Enterprise, Media Rep (non-voting member)

Motion by Richmond to appoint to the Local Emergency Planning Committee as presented for a term to April, 2026. Second by Miller. Motion carried.

Motion by Cook to recommend the reappointment of James Kelly, citizen member, to the Pardeeville Local Library Board for a term to May, 2027. Second by Miller. Motion carried.

Motion by Richmond to recommend the reappointment of Eleanor McLeish, citizen member, to the Portage Local Library Board for a term to May, 2027. Second by Cook. Motion carried.

Motion by Miller to recommend the reappointment of Darcy Miller and Meghan Visger, citizen members, to the Poynette Library Board for a term to May, 2027. Second by Richmond. Motion carried.

Motion by Cook to appoint Cody Doucette, citizen member, to the TRIP Committee for a term to April, 2027. Second by Miller. Motion carried.

Koch gave a brief explanation of the TSC and the representation requirements. He proposed the following appointments:

- Jerry Blystone, Citizen Member
- Roger Brandner, Sheriff
- Michael Brouette, Medical Rep
- Troy Haase, Citizen Member
- Jessica Hale, Legal Rep
- Tracie Halvorsen, Citizen Member
- Chris Hardy, Hwy Commissioner
- Richard Hoege, Citizen Member
- Kenneth Hutler, Citizen Member
- Penny Kiefer, Citizen Member
- Bob Koch, Emergency Management
- Avis Link, Citizen Member
- Matthew Menard, Sheriff Designee
- Chuck Miller, Citizen Member
- Liz Miller, County Board*
- Wayne Smith, Citizen Member
- James D. Stilson, County Board*
- Josh Sween, Educational Rep

Motion by Miller to appoint to the Traffic Safety Commission as presented for a term to April, 2026. Second by Carr. Motion carried.

Grams gave a brief explanation of the Land Information Council. The Council was formed to be eligible for grant funding. They meet at least once a year. One of the tasks is to review long term projects. The Council consists of the Register of Deeds, Treasurer, Real Property Lister, Land

Information, Realtor, Emergency Management, Surveyor, and a County Supervisor. He would like to recommend Brad Cook as the county supervisor representative.

Motion by Schroeder to appoint Brad Cook to the Land Information Council for a term to April, 2026. Second by Miller. Motion carried.

Standing Rules

The process to review the Standing Rules was discussed. A note will be included with the County Board packets requesting any proposed amendments to the Standing Rules be submitted in writing to Sue Moll and Jessica Hale by 4:30 pm on Monday, May 13th. All proposed amendments received by the deadline will be compiled and emailed to the county supervisors prior to the county board meeting.

Resolution: Support Columbia County Health and Human Service Department – Division of Health (“Public Health Division”) Becoming a Food Safety and Recreational Licensing Agent for the Wisconsin Department of Agriculture, Trade and Consumer Protection (“DATCP”)

Gove gave an overview of the resolution which would allow HHS to gather information and look at costs associated with becoming a food safety and recreational licensing agent.

Motion by Cook to approve the resolution to support the Columbia County Health and Human Service Department – Division of Health (“Public Health Division”) Becoming a Food Safety and Recreational Licensing Agent for the Wisconsin Department of Agriculture, Trade and Consumer Protection (“DATCP”). Second by Richmond. Motion carried.

Resolution: Authorizing Submission of the Application of the Congressionally Directed Spending

Gove gave an overview of the resolution which would support gathering information to apply for a grant of approximately 1 million dollars to build out a mental health clinic. There will be some small costs for an architect to look at the empty space to determine estimated construction costs. Gove stressed the importance of a mental health clinic in Columbia County. If a grant is awarded, another vote would be required later to accept the funding.

Motion by Carr to approve the resolution authorizing submission of the application of the congressionally directed spending. Second by Miller. Motion carried.

Closed Session

Motion by Richmond to convene in closed session pursuant to Wisconsin Statutes Section 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: to discuss the qualifications, performance and otherwise evaluate the possibility of promoting an internal candidate to the position of Corporation Counsel/Human Resources Director. If the committee goes into closed session, it will return to open session. Second by Miller. The roll call vote was unanimous. The Committee recessed at 10:21 a.m. The Executive Committee reconvened and went into closed session at 10:31 a.m. with Carr, Cook, L. Miller, Richmond, Schroeder, Brusveen, Field, Leckwee, K. Miller, Stilson, Wynn, Burmania and Moll attending.

Motion by Miller to return to open session. Second by Richmond. Motion carried. The Committee returned to open session at 11:46 a.m.

Filling Vacancy in Position of Corporation Counsel/Human Resources Director

Motion by Carr to approve the resolution to authorize a one-time deviation from procedure in Personnel Manual for Management and appoint Jessica Hale as Corporation Counsel/Human Resources Director. Second by Miller. Motion carried.

Motion by Miller to adjourn the meeting. Second by Richmond. Motion carried. The Executive Committee meeting was adjourned at 11:49 a.m.

Respectfully Submitted,



Tess Carr
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk