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## **Columbia County Executive Committee Minutes May 14, 2018**

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

Also in attendance during all or portions of the meeting: Kristen Anderson, Rich Hasse, Karen Manske, Krista Miller, Sue Moll, Cory Wiegel, Dawn Woodard, Lyn Jerde (Portage Daily Register)

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

### **Approval of Minutes**

Motion by Foley to approve the minutes of the April 9, 2018 Executive Committee regular meeting and April 17, 2018 Executive Committee organizational meeting. Second by Wingers. Motion carried. Pufahl abstained from the approval of the April 9, 2018 minutes.

### **Request to Change 2018 Budgeted Housekeeping Positions to Janitor Positions**

Wiegel currently has a vacant Housekeeping Aide position which has been advertised twice and no applications were received. He proposed upgrading the vacant and current Housekeeping Aide positions to Janitor positions. The proposed changes will be covered in the 2018 budget due to savings from the retirement of a janitor at a higher step grade and a replacement at a lower step grade.

Motion by Foley to approve the proposed Housekeeping Aide positions to Janitor positions as presented. Second by Drew. Motion carried.

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

Motion by Pufahl to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the Veterans Service Office. Second by Wingers. Motion carried.

Hasse gave a budget summary of financial operations and out of county travel.

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

Motion by Foley to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the Register of Deeds Office. Second by Wingers. Motion carried.

Manske showed a budget summary, stating all is in line with the exception of Certificate Fees Revenue which is down approximately \$1,000 from projection. Manske stated it appears to be a trend and she will make adjustments for next year's budget.

Manske reported out of county travel to Iowa for 3 days to attend Fidar training; Delavan at the end of May for a Land Information meeting; LaCrosse the first week of June for the Register of Deeds conference.

Manske reported the stand up desks have been ordered and delivery is expected at the end of June.

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

Motion by Pufahl to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the Land Information Office. Second by Wingers. Motion carried.

Anderson reported on the surveyor panel discussion she attended in Rothschild; They are working with MIS to finalize the GIS server protocol and changes to the LID databases; Field collection data for GPS coordinates has started; A kickoff meeting for the 911 project was held. LID provides the GIS element data for 911 system. Drew inquired about a recent WCA presentation on the 911 system. Anderson suggested technical software questions should be directed to the Sheriff's Department.

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

Motion by Wingers to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the County Board. Second by Foley. Motion carried.

Motion by Foley to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the County Clerk and Elections. Second by Pufahl. Motion carried.

Motion by Foley to approve the April 2018 Expenditure Report from 4/6/2018 through 5/10/2018 for the Insurance. Second by Drew. Motion carried.

Drew requested to have a representative from the insurance company attend the next Public Safety Committee meeting to give an explanation of property coverage on the Sheriff vehicles. As the Executive Committee meets on the same day, it may be beneficial to have the representative also attend the Executive Committee meeting to address any questions. Moll will make arrangements.

Staff will earn compensatory time for the upcoming special Primary and Election in May and June. Moll reported out of county travel to Madison on May 31<sup>st</sup> for Election Security training conducted by the Wisconsin Elections Commission. She also reported on a recent WCCA District meeting held in Columbia County.

#### **Appointments**

Gove stated the State may be requiring counties to provide care for medium security juveniles if the State's Juvenile Detention Center is closed. He would like to put together a committee to review the County's options and possibly joining with other counties for a solution.

Motion by Pufahl to approve the Ad Hoc Juvenile Corrections Redesign Committee and members Dan F. Drew as Chair, Susanna R. Bradley, Adam Field, James E. Foley, Robert C. McClyman and Barry Pufahl. Second by Wingers. Motion carried.

Gove would like to form a committee of county supervisors and staff to plan an open house for the new county buildings and remodeled courthouse.

Motion by Drew to approve the Ad Hoc Open House/Ribbon Cutting Ceremony Committee and members Vern E. Gove as Chair, Susanna R. Bradley, Dan F. Drew, Matthew L. Rohrbeck, Andy Ross, Katie Day, Sue Moll, Becky Mulhern, Shonna Neary, Susan Raimer, Joe Ruf, Judge Voigt and Cory Wiegel. Second by Wingers. Motion carried.

Gove reported applications are being accepted for the vacant District 26 supervisory position. It may take a couple of months to fill the vacancy. He would like to appoint James E. Foley to the Judiciary Committee until the vacancy is filled.

Motion by Wingers to approve James E. Foley to the Judiciary Committee. Second by Drew. Motion carried.

Motion by Pufahl to approve Herb Hanson as the County representative to the Harmony Grove Lake District for a 2 year term to April, 2020. Second by Foley. Motion carried.

Motion by Foley to approve the appointment of James Kelly and Sandra Roberts to the Pardeeville Local Library Board for a 3 year term to May, 2021. Second by Wingers. Motion carried.

Motion by Wingers to approve the reappointment of Eleanor McLeish to the Portage Local Library Board for a 3 year term to May, 2021. Second by Drew. Motion carried.

Motion by Foley to approve the reappointment of Kelly Palmer and Caryn A. Stone to the Poynette Local Library Board for a 3 year term to May, 2021. Second by Drew. Motion carried.

Motion by Pufahl to remove Dennis Richards and list Sheriff as the appointment for the Traffic Safety Commission. Second by Drew. Motion carried.

Motion by Foley to approve the appointment of Robert Andler, Jerry Blystone, Michael Brouette, Eugene Brown, Joe Davis, James E. Foley, Chris Hardy, Rich Hoege, Todd Horn, Kenneth Hutler, Kathy Johnson, Scott Klicko, Avis Link, Ryan Mayer, Chuck Miller, Margaret Rudolph, Joseph Ruf, Mike Vasquez, JoAnn Wingers, and the Sheriff to the Traffic Safety Commission for a 2 year term to May, 2020. Second by Wingers. Motion carried.

### **Metal Sculptures Payment**

Motion by Wingers to approve the payment of \$10,000 to Designs Metal LLC for the metal sculptures. Second by Drew.

Discussion was held regarding a statement on the invoice stating the sculptor assumes no liability for claims due to damage to, damage from, or resulting injury from the sculptural elements after installation. Drew suggested the statement be removed from the invoice prior to making payment.

Miller will propose the suggested changes to the sculptor and give an update at the next meeting.

Wingers and Drew withdrew their motion. The item was tabled until the next meeting.

**Request to Mount Audio and Video Equipment in the Health and Human Services Building**

Woodard requested approval to mount audio and video related equipment in the forensic interview and supervised visitation rooms at the new Health and Human Services building. The cost of the equipment and installation was included in the 2018 Health and Human Services budget.

Motion by Pufahl to approve the request to install audio and video related equipment at the Health and Human Services building. Second by Wingers. Motion carried.

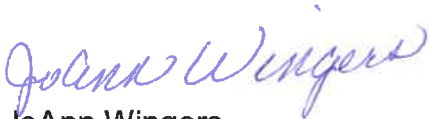
Gove reported the Standing Rules state these types of requests must go through the Executive Committee for approval. With the Committee's approval, he could approve these requests on behalf of the Committee. Members stated, as long as the requests were approved in the budget, the Chair can go ahead and make future approvals.

**Set Next Meeting Date**

The next meeting of the Executive Committee will be held on June 11, 2018 at 1 pm in Meeting Room #115 of the Administration building.

Motion by Foley to adjourn the meeting. Second by Drew. The Executive Committee meeting was adjourned at 2:03 p.m.

Respectfully Submitted,



JoAnn Wingers  
Executive Committee Secretary

*These minutes were recorded by Sue Moll, County Clerk*