



# COLUMBIA COUNTY

Board of Supervisors

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## Columbia County Executive Committee Minutes June 7, 2021

Members present: James E. Foley, Vern E. Gove, Bob Koch, Barry Pufahl, JoAnn Wingers

Also in attendance during all or portions of the meeting: Heather Gove, Dean Kaderabek, Lisa Krintz, Sue Moll, Shonna Neary, Joe Ruf

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.

### Public Input

None.

### Approval of Agenda

Motion by Foley to table the resolution to Amend County Board Standing Rules, Employee Grievances and Changes to Employee Handbook and Personnel Manual. Second by Pufahl. Motion carried.

Motion by Koch to approve the agenda as amended. Second by Wingers. Motion carried.

### Approval of Minutes

Motion by Foley to approve the minutes of the May 10, 2021 and May 19, 2021 Executive Committee meetings. Second by Wingers. Motion carried.

### Operational Review: Veterans Service Officer

Motion by Pufahl to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for the Veterans Service Office. Second by Foley. Motion carried.

Cary was not able to attend the meeting. She provided a report to state budgets and compensatory time are in line and there was no out of county travel.

### Operational Review: Register of Deeds

Motion by Foley to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for the Register of Deeds Office. Second by Wingers. Motion carried.

Krintz reported the budgets are in line and there will be out of county travel to Portage County to attend a conference.

### Operational Review: Land Information

Motion by Wingers to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for the Land Information Office. Second by Pufahl. Motion carried.

Kaderabek stated budgets and compensatory time are on target and there was no out of county travel. The Land Information Office received a check in the amount of \$17,502.00 for aerial photos.

**Operational Review: County Clerk**

Motion by Wingers to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for the County Board. Second by Koch. Motion carried.

Motion by Koch to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for the County Clerk and Elections. Second by Foley. Motion carried.

Shonna Neary joined the meeting to give a brief explanation of the 2020 Workers Compensation Audit Adjustment expenses.

Motion by Wingers to approve the May, 2021 Expenditure Report from 5/7/2021 through 6/3/2021 for Insurance. Second by Koch. Motion carried.

Moll reported budgets are in line and out of county travel at the end of June to attend the WCCA Conference in Jackson County.

**Appointments:**

**Aging Disability Resource Center (ADRC) Board**

Sharon Peterson's term ended in April, 2021 and was not eligible for re-appointment; Marilyn George-Burton, who was re-appointed to a term to end in April, 2023, was not eligible for re-appointment as she had more than 2 consecutive appointments; and Karen Schluter, who was recently re-appointed for a term to April, 2024, has resigned as of May, 2021. Adaora Bilse and Kayla Wolff were recommended for appointment by the ADRC Board.

Motion by Koch to appoint Adaora Bilse and Kayla Wolff to the ADRC Board for a 3 year term to April, 2024. Second by Foley. Motion carried.

Moll stated there will be a vacancy on the ADRC Board with a term ending April, 2023, to keep with the staggered term schedule outlined in the ADRC Board By-Laws.

**Increase in Hours for Registered Dietetic Technician**

H. Gove requested to increase the current Registered Dietetic Technician hours from 33.75 to 37.5 hours per week until a WIC Director is hired. The increase in hours would be paid with WIC funding. The Human Resources Committee approved the request.

Motion by Wingers to approve the increase in hours for the Registered Dietetic Technician from 33.75 to 37.5 hours until a WIC Director is hired. Second by Koch. Motion carried.

**Review CDC COVID-19 Guidelines**

Ruf reviewed recent changes to the CDC guidelines and stated signs with mask and social distancing requirements posted at some county buildings may no longer be necessary, with the exception of the Courthouse, Health Care Center, Jail/Huber Center which are subject to specific Federal and State rules governing those facilities. Keeping plexiglass dividers in place was also discussed.

Motion by Koch to authorize the removal of masking and spacing requirement signs from County buildings and departments and encourage employees and the public to follow current CDC guidelines, and to keep plexiglass dividers installed at the County Board Room and other county departments; with the exception of the Law Enforcement Center, Columbia Health Care Center, and Courthouse which are required to follow their own guidelines. Second by Wingers. Motion carried.

**Resolution: Amend County Board Standing Rules, Employee Grievances and Changes to the Employee Handbook and Personnel Manual**

This item was tabled.

**Resolution: Don De Young Memorial**

Motion by Pufahl to approve the Don De Young Memorial resolution. Second by Koch. Motion carried.

Discussion was held on possibly presenting a plaque to the De Young Family at a County Board meeting. Gove will reach out to the family on this.

**Set Next Meeting Date**

The next regularly scheduled meeting of the Executive Committee will be held on July 12, 2021 at 1 p.m.

Motion by Koch to adjourn the Executive Committee meeting. Second by Wingers. Motion carried. The Executive Committee meeting was adjourned at 1:39 p.m.

Respectfully Submitted,



Bob Koch  
Executive Committee Secretary

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