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## **Columbia County Executive Committee Minutes June 11, 2018**

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

Also in attendance during all or portions of the meeting: Kristen Anderson, Rich Hasse, Karen Manske, Sue Moll, Joe Ruf, Lyn Jerde (Portage Daily Register)  
Supervisor candidates Bob Koch and Steven Mlejnek were also in attendance.

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

### **Approval of Minutes**

Motion by Wingers to approve the minutes of the May 14, 2018 Executive Committee regular meeting. Second by Foley. Motion carried.

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

Motion by Foley to approve the May 2018 Expenditure Report from 5/11/2018 through 5/31/2018 for the Veterans Service Office. Second by Wingers. Motion carried.

Hasse gave a budget summary of financial operations and out of county travel. Pufahl asked Hasse to check into his phone account as it is at 53%. He also asked for an explanation of travel. Hasse explained so many hours of accreditation, state and federal training, are needed to have access to Federal VA programs.

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

Motion by Pufahl to approve the May 2018 Expenditure Report from 5/11/2018 through 5/31/2018 for the Register of Deeds Office. Second by Wingers. Motion carried.

Manske showed a budget summary.

Manske gave an overview of the Property Fraud Alert program. The program would notify clients of any changes to documents filed at the Register of Deeds Office. The County's only responsibility would be to sign people up and pay for the cost of the program. There would be no cost to those who sign up. If approved, Manske would like to pay for the program up front and include the costs in the 2019 budget.

Motion by Pufahl to go forward with the Property Fund Alert program. Second by Foley. Motion carried.

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

Motion by Foley to approve the May 2018 Expenditure Report from 4/6/2018 through 5/31/2018 for the Land Information Office. Second by Pufahl. Motion carried.

Anderson reviewed the budgets and had no concerns.

She gave an update on department activities to include the national grid project; Updated server implementation; Land records data; and updates to the Farmland Preservation project. Anderson stated the Land Records Kickoff is scheduled for July. She would like a committee member to participate in the process which would involve a series of planning sessions. Anderson will put together tentative schedule to present at the July meeting.

Anderson reported out of state travel to attend a conference in San Diego. Meals and travel costs are paid by the County.

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

Motion by Wingers to approve the May 2018 Expenditure Report from 5/11/2018 through 5/31/2018 for the County Board. Second by Foley. Motion carried.

Motion by Pufahl to approve the May 2018 Expenditure Report from 5/11/2018 through 5/31/2018 for the County Clerk and Elections. Second by Foley. Motion carried.

Motion by Foley to approve the May 2018 Expenditure Report from 5/11/2018 through 5/31/2018 for the Insurance. Second by Wingers. Motion carried.

Moll reported staff will earn compensatory time for the upcoming special Election in June. Moll reported out of county travel at the end of June to attend the Wisconsin County Clerks Association (WCCA) Conference in Brown County.

#### **Appointments**

Motion by Foley to approve the reappointment of Helen McDonald Rawson and Alan Kaltenberg for a 3 year term to July, 2021, and appoint Darren Schroeder as alternate for a 3 year term to July, 2021. Second by Wingers. Motion carried.

Motion by Wingers to appoint Pat Beghin from alternate to a permanent member for his remaining term to July, 2020. Second by Pufahl. Motion carried.

#### **Rename H&HS Meeting Rooms #160 and #162**

Motion by Foley to change the name of the H&HS Kitchen to ADRC Kitchen and UW-Extension Kitchen to County Kitchen. Second by Pufahl. Motion carried.

#### **Interview Applicants for County Supervisor – District 26**

Two applicants, Bob Koch and Steven Mlejnek, have expressed an interest in the Supervisory District 26 vacancy.

Motion by Foley to go into closed session pursuant to sec. 19.85(1)(f), Wis. Stat., considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary

consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. [Interview applicants for County Supervisor - District 26]. If the Committee goes into closed session, it will return to open session. Second by Wingers. The roll call vote was unanimous.

The Committee went into closed session at 1:31 pm to conduct interviews for the County Supervisor – District 26 applicants.

Motion by Foley to return to open session. Second by Wingers. Motion carried. The Committee returned to open session at 2:32 pm.

**Appoint County Board Supervisor – District 26**


Motion by Foley to recommend Bob Koch as the District 26 Supervisor, pending the background check. Second by Wingers. Motion carried.

**Set Next Meeting Date**

The next meeting of the Executive Committee will be held on July 9, 2018 at 1 pm in Meeting Room #115 of the Administration building.

Motion by Pufahl to adjourn the meeting. Second by Foley. The Executive Committee meeting was adjourned at 2:36 p.m.

Respectfully Submitted,



JoAnn Wingers  
Executive Committee Secretary

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