



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes July 8, 2019

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

Also in attendance during all or portions of the meeting: Nancy Long, Rebekka Cary, Dean Kaderabek, Karen Manske, Sue Moll, Joe Ruf, Lois Schepp, Cory Wiegel, Jon Hochkammer (WCA), Jason Stringer (PACE Program Administrator), Mary Panzer (Riverwood)

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.

Supervisor Foley was designated as acting secretary in the absence of Supervisor Wingers.

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 June 10, 2019 Executive Committee regular meeting and June 19, 2019 Special and Closed Session meeting. Second by Pufahl. Motion carried.

Resolution: Authorize Columbia County's Membership in the Wisconsin Property Assessed Clean Energy ("PACE") Commission

Jon Hochkammer, WCA, gave an overview of the Property Assessed Clean Energy "PACE" program. He stated there would be no additional work for county employees. The program uses local lenders to finance projects. In Wisconsin, there are currently 41 member counties in the Commission.

Jason Stringer, Program Administrator of the PACE WI, stated the program assists local businesses with financing towards energy efficient items on new construction or the renovation of commercial buildings. The County would have no liability, the program is self-funded and will have a zero budget impact.

Mary Panzer, representative from Riverwood Eagle's Nest, provided information on a project happening in Columbia County, located in Wisconsin Dells. Currently the development of a senior care housing and health and wellness community is underway. Should Columbia County approve becoming a member of the "PACE" Commission, financing could be applied towards the project. The benefit to the County would be the improved property value on the tax roll.

Motion by Foley to approve the resolution to Authorize Columbia County's membership in the Wisconsin Property Assessed Clean Energy Commission. Second by Drew. Drew and Pufahl abstained from voting. Motion failed.

Motion by Pufahl to reconsider the motion to approve the resolution to Authorize Columbia County's membership in the Wisconsin Property Assessed Clean Energy Commission. Second by Foley. Motion carried. Drew abstained from voting.

Ordinance: Create Title 5, Chapter 14 of the Columbia County Code of Ordinances – Property Assessed Clean Energy (“PACE”) Financing

Motion by Foley to approve the ordinance to create Title 5, Chapter 14, Property Assessed Clean Energy Commission. Second by Pufahl. Motion carried, not unanimous.

Operational Review – Veterans Service Officer

Motion by Pufahl to approve the June 2019 Expenditure Report from 6/7/2019 through 7/3/2019 for the Veterans Service Office. Second by Foley. Motion carried.

Cary reported the department budget is on track with the exception of the Wages account. There is no out of county travel planned for the month. Interviews for the Assistant Veterans Service Officer position will be held next week.

Operational Review – Register of Deeds

Motion by Foley to approve the June 2019 Expenditure Report from 6/7/2019 through 7/3/2019 for the Register of Deeds Office. Second by Pufahl. Motion carried.

Manske reported the Revenues account is back on track. She's projecting revenue to be lower than previous years due to the low inventory. She reported no out of county travel planned for the month.

Operational Review – Land Information

Motion by Foley to approve the June 2019 Expenditure Report from 6/7/2019 through 7/3/2019 for the Land Information Office. Second by Drew. Motion carried.

Kaderabek stated budgets are in line for the year to date and no out of county travel planned for the month. He reported on a project his staff is working on to generate a list of landowner's addresses based on certain criteria. The Public Notification Application is a web application that can be used by departments and local governments to identify a collection of properties and create mailing labels, or a structured text file, of adjacent landowners.

Operational Review – County Clerk

Motion by Foley to approve the June 2019 Expenditure Report from 6/7/2019 through 7/3/2019 for the County Board. Second by Drew. Motion carried.

Motion by Drew to approve the June 2019 Expenditure Report from 6/7/2019 through 7/3/2019 for the County Clerk and Elections. Second by Foley. Motion carried.

There was no June 2019 Expenditure Report for the Insurance Account.

Moll reported budgets and compensatory time are in line and no out of county travel is planned for the month.

Appointments

Motion by Pufahl to recommend the re-appointment of Neil Heskin and appointment of Ron Hunt to the Lodi Local Library Board for a 3 year term to May, 2022. Second by Drew. Motion carried.

Motion by Pufahl to recommend the appointment of Meghan Visger to the Poynette Local Library Board for the remaining term to May, 2021. Second by Drew. Motion carried.

Card Reader Request

Schepp requested to add a card reader to the exterior door of the Accounting Office, allowing limited public access, similar to the other departments located on the same floor. County staff and board members with ID badges would have access. The cost for the card reader and installation is approximately \$2,164, with funding to come from bond proceeds.

Motion by Pufahl to approve the installation of a card reader at the front door of the Accounting Office. Second by Drew. Motion carried.

Health and Human Services Building Roof Snow Guards Bid

Wiegel received 2 bids for the roof snow guards at the Health and Human Services building; Nieman Central Wisconsin Roofing Co., Inc. in the amount of \$41,400 and Pioneer Roofing, LLC in the amount of \$33,588. Wiegel requested to include the installation of roof tie offs to the project, for an additional cost of \$5,865. He stated OSHA requires the tie offs, however, it was not required in the building code and not installed during construction.

Motion by Foley to award the bid to Pioneer Roofing, LLC, in the amount of \$33,588.00 for the roof snow guards, plus the addition of \$5,865 for the installation of roof tie offs. Second by Drew. Motion carried.

Revised Job Description Chief Deputy & Revised Job Description Constitutional Office Deputy

Motion by Drew to go into closed session pursuant to Wis. State Statute Section 19.85 (1)(c), Stats., Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Revised Job Description Chief Deputy & Revised Job Description Constitutional Office Deputy]. If the Committee goes into closed session, it will return to open session. Second by Foley. The roll call vote was unanimous. The Executive Committee went into closed session at 2:17 p.m. with Drew, Foley, Gove, Pufahl, Long, Moll, and Ruf attending.

Motion by Foley to return to open session. Second by Drew. Motion carried. The Committee returned to open session at 2:34 p.m.

Motion by Pufahl to approve the revised County Clerk Chief Deputy job description as presented. Second by Foley. Motion carried.

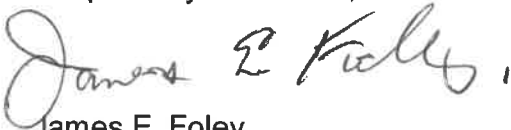
Motion by Foley to approve the revised County Clerk Constitutional Office Deputy job description as presented. Second by Drew. Motion carried.

Set Next Meeting Date

The next meeting of the Executive Committee was scheduled for August 12, 2019 at 1 p.m. in Meeting Room #115 of the Administration building. Department budgets will be reviewed.

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

Respectfully Submitted,



James E. Foley
Acting Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk