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Columbia County Executive Committee Minutes August 8, 2017

Members present: Mary Cupery, James E. Foley, Vern E. Gove, Kirk Konkel, JoAnn Wingers

Also in attendance during all or portions of the meeting: Kristen Anderson, Rich Hasse, Karen Manske, Sue Moll, Becky Mulhern, Shonna Neary, Joe Ruf, 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 Foley to approve the revised agenda as published. Second by Wingers. Motion carried.

Approval of Minutes

Motion by Wingers to approve the minutes of the July 10, 2017 Executive Committee. Second by Foley. Motion carried.

ADRC Drivers Wage Increase

Becky Mulhern requested to increase the wages for ADRC drivers from \$9 to \$9.50 per hour.

Motion by Cupery to approve the request to increase wages for ADRC drivers to \$9.50 an hour. Second by Foley. Motion carried.

Operational Review – Veterans Service Officer

Motion by Foley to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for the Veterans Service Office. Second by Wingers. Motion carried.

Hasse reported out of county travel for his department.

2018 Budget Requests – Veterans Service

Motion by Cupery to approve Account #4710 Veterans Service 2018 budget request for a total county appropriation of \$178,054. Second by Wingers. Motion carried.

Motion by Foley to approve Account #4720 Veterans Relief 2018 budget request for a total county appropriation of \$14,400. Second by Wingers. Motion carried.

There were no 2018 Capital Outlay requests for the Veterans Service Office.

Operational Review – Register of Deeds

Motion by Konkel to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for the Register of Deeds Office. Second by Wingers. Motion carried.

2018 Budget Requests – Register of Deeds

Motion by Foley to approve Account #1710 Register of Deeds 2018 budget request for a total county appropriation of (\$86,630). Second by Wingers. Motion carried.

Motion by Foley to approve the 2018 Capital Outlay request for the Register of Deeds in the amount of \$2,200 for 2 sit to stand workstation upgrades. Second by Wingers. Motion carried.

Operational Review – Land Information

Motion by Wingers to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for the Land Information Office. Second by Konkel. Motion carried.

2018 Budget Requests – Land Information

Motion by Foley to approve Account #1720 Land Information 2018 budget request for a total county appropriation of \$532,670. Second by Cupery. Motion carried.

Motion by Wingers to approve Account #1721 Land Records and Expendable Trust 2018 budget request for a total county appropriation of \$0. Second by Konkel. Motion carried.

Motion by Foley to approve Account #1722 Land Records Expendable Trust 2018 budget request for a total county appropriation of \$0. Second by Konkel. Motion carried.

Motion by Wingers to approve Account #1723 WLIP Program 2018 budget request for a total county appropriation of \$0. Second by Konkel. Motion carried.

Motion by Foley to approve Account #1724 County Surveyor 2018 budget request for a total county appropriation of \$58,000. Second by Cupery. Motion carried.

Motion by Wingers to approve the 2018 Capital Outlay request for Account #1721 Land Records and Expendable Trust in the amount of \$7,000. Second by Cupery. Motion carried.

Operational Review – County Clerk

Motion by Konkel to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for the County Board. Second by Foley. Motion carried.

Motion by Konkel to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for the County Clerk and Elections. Second by Foley. Motion carried.

Motion by Wingers to approve the July 2017 Expenditure Report from 7/1/2017 through 8/2/2017 for Insurance. Second by Foley. Motion carried.

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

2018 Budget Requests – County Clerk

Motion by Foley to approve Account #1410 County Clerk 2018 budget request for a total county appropriation of \$277,010. Second by Cupery. Motion carried.

Motion by Foley to approve Account #1420 Elections 2018 budget request for a total county appropriation of \$25,715. Second by Wingers. Motion carried.

There were no 2018 Capital Outlay requests for the County Clerk or Election Budgets.

2018 Budget Requests – County Board

Motion by Wingers to approve Account #1190 County Board 2018 budget request for a total county appropriation of \$86,780. Second by Foley. Motion carried.

Motion by Foley to approve Account #1191 Commissions and Committees 2018 budget request for a total county appropriation of \$61,650. Second by Wingers. Motion carried.

2018 Insurance Budget

Neary presented the proposed 2018 budget request for employee bond, property, liability and auto insurance.

Motion by Foley to approve Account #1960 Property, Liability, Auto Insurance 2018 budget request for a total county appropriation of \$145,600. Second by Cupery. Motion carried.

Appointments

Motion by Foley to recommend the appointment of Henry A. St. Maurice to the City of Columbus Tax Increment District; Adam R. Field to the City of Portage Tax Increment District; and John A. Stevenson to the Village of Arlington Tax Increment District. Second by Konkel. Motion carried.

Building Rules Update

Ruf reviewed suggested changes to the Building Rules to add On Street Parking Restrictions, to state “Employees and other individuals who have offices in the Administration Building or the Health and Human Services Building may not park on either side of Edgewater Street between DeWitt Street and Marachowsky Place, or on either side of East Mullett Street between West Wisconsin Street and Thompson Street.”

Motion by Konkel to amend the Building Rules to include On Street Parking Restrictions as presented. Second by Cupery. Motion carried.

Opening Administration Building DeWitt Street Entrance

Gove received a request to consider having the DeWitt Street entrance unlocked during normal business hours. Currently, no entrances to the Administration building are monitored by security staff.

Motion by Foley to keep the DeWitt Street entrance of the Administration building unlocked during regular business hours for a 60 day trial period. Second by Cupery. Motion carried.

Resolution: Amend Policies and Procedures for Sheriff’s Non-Sworn Staff – Jail Staff

Ruf stated the only change is to remove the reference of “2016” from the work schedule for jail staff.

Motion by Konkel to approve the resolution amending the Policies and Procedures for Sheriff's Non-Sworn Staff with the changes as presented. Second by Wingers. Motion carried.

Ordinance: Amend Title 5 – County Administration, Chapter 8 – Buildings and Grounds

Ruf stated changes to the ordinance include updates on the county building names and on street parking restrictions.

Motion by Foley to approve the ordinance amending Title 5 – County Administration, Chapter 8 – Buildings and Grounds with the changes as presented. Second by Cupery. Motion carried.

Ordinance: Amend Title 5 – County Administration, Create Chapter 11 – Concealed Weapons

Ruf gave an overview of the addition of Chapter 11 regarding concealed weapons.

Motion by Foley to approve the ordinance amending Title 5 – County Administration, creating Chapter 11 – Concealed Weapons with additions as presented. Second by Wingers. Motion carried.

Set Next Meeting Date

The next meeting of the Executive Committee will be held on Monday, September 11, 2017 at 1 p.m. in Meeting Room #115.

Motion by Foley to adjourn the meeting. Second by Konkel. The Executive Committee meeting was adjourned at 2:05 p.m.

Respectfully Submitted,



JoAnn Wingers
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk.