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## **Columbia County Executive Committee Minutes August 10, 2023**

Members present: Denise Brusveen, Adam R. Field, Chris Polzer, Darren W. Schroeder

Also in attendance during all or portions of the meeting: Doug Richmond, Roger Brandner, Rebekka Cary, David Drews, Heather Gove, John Grams, Bob Koch, Lisa Krintz, Sue Moll, Shonna Neary, Joe Ruf, Jason Willemarck

The meeting of the Executive Committee was called to order by Chair Polzer at 8:00 a.m. A quorum of the committee was present. 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**

The Ad Hoc Broadband Committee requested removal of the resolution "To Support Public Service Commission of Wisconsin Broadband Grant Application and Commit Matching Funds for Broadband Project: Towns of Lodi and West Point" from the agenda.

Motion by Schroeder to approve the revised agenda with the removal of the broadband resolution as requested. Second by Brusveen. Motion carried.

### **Approval of Minutes**

Motion by Field to approve the minutes of the July 13, 2023 Executive Committee meeting. Second by Schroeder. carried.

### **Operational Review: Veterans Service Officer**

Motion by Field to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for the Veterans Service Office. Second by Brusveen. Motion carried.

Cary reported the budgets are on track and a staff member earned 1/2 hour of compensatory time for attending a meeting. Out of county travel was reported for August 12<sup>th</sup> to Madison to present VA benefits to a Reserves unit. The Poynette American Legion donated \$290.00.

### **CVSO Office Signage**

Ruf gave an overview of a notice in the Veteran Services Office prohibiting videotaping or photos. He requested authorization to post the signage. Cary explained the importance of confidentiality with their clients. She will be drafting an office policy addressing these issues. She will also be requesting approval to use ARPA funds to purchase a barrier to designate private/public areas within the office.

Motion by Schroeder to approve the signage for the County Veteran's Service Office. Second by Field. carried.

### **2024 Budget Requests – Veterans Service**

The 2024 Veteran Service Budgets were reviewed.

Motion by Field to approve Account #4710 Veterans Service 2024 budget request for a total county appropriation of \$223,190.00. Second by Brusveen. Motion carried.

Motion by Brusveen to approve Account #4720 Veterans Relief 2024 budget request for a total county appropriation of \$15,300.00. Second by Field. Motion carried.

There was no 2024 Capital Outlay request for the Veterans Service Office.

### **Operational Review: Register of Deeds**

Motion by Field to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for the Register of Deeds Office. Second by Brusveen. Motion carried.

Krintz reported the budgets are on target, and there was no compensatory time or out of county travel to report.

### **2024 Budget Requests – Register of Deeds**

The 2024 Register of Deeds Budget was reviewed.

Motion by Field to approve Account #1710 Register of Deeds 2024 budget request for a total county appropriation of (\$110,720.00). Second by Brusveen. Motion carried.

There was no 2024 Capital Outlay request for the Register of Deeds Office.

### **Operational Review: Land Information**

Motion by Field to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for the Land Information Office. Second by Schroeder. Motion carried.

Grams reported the budgets are on target, and there was no compensatory time to report. Out of county travel was reported for September 19-22<sup>nd</sup> to attend a conference in Hayward.

### **Approval to apply for the Public Safety Answering Point/GIS Grant**

Koch gave an overview of the grant and explained the GIS portion of the grant will be used to upgrade mapping, modernize GIS, and GIS staffing. He would like to apply for the maximum amount of \$300,000.00 with 5% matching by the county through the regular budget dollars.

Motion by Field to approve the request to apply for the Public Safety Answering Point/GIS Grant. Second by Schroeder. Motion carried.

### **2024 Budget Requests – Land Information**

The 2024 Land Information Department Budgets were reviewed.

Motion by Brusveen to approve Account #1720 Land Information 2024 budget request with \$100,000.00 of Restricted funds added back in, for a total county appropriation of \$448,200.00. Second by Field. Motion carried.

Motion by Brusveen to approve Account #1721 Land Records Expendable Trust 2024 budget request for a total county appropriation of \$0. Second by Schroeder. Motion carried.

Motion by Schroeder to approve Account #1722 Land Records Strategic Initiative Program 2024 budget request for a total county appropriation of \$0. Second by Brusveen. Motion carried.

Motion by Brusveen to approve Account #1723 Land Information WLIP Program 2024 budget request for a total county appropriation of \$0. Second by Schroeder. Motion carried.

Motion by Field to approve Account #1724 County Surveyor 2024 budget request for a total county appropriation of \$17,000.00. Second by Brusveen. Motion carried.

There was no 2024 Capital Outlay request for the Land Information Department.

### **Operational Review: County Clerk**

Motion by Brusveen to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for the County Board. Second by Schroeder. Motion carried.

Motion by Schroeder to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for the County Clerk and Elections. Second by Field. Motion carried.

Motion by Field to approve the July 2023 Expenditure Report from 7/7/2023 through 8/3/2023 for Insurance. Second by Brusveen. Motion carried.

Moll reported the budgets are in line and there was no compensatory time or out of county travel to report.

### **2024 Budget Requests – County Clerk**

The County Clerk's Office and Elections Budgets were reviewed.

Motion by Brusveen to approve Account #1410 County Clerk 2024 budget request for a total county appropriation of \$353,550.00. Second by Field. Motion carried.

Motion by Field to approve Account #1420 Elections 2024 budget request for a total county appropriation of \$31,360.00. Second by Schroeder. Motion carried.

There was no 2024 Capital Outlay request for the Elections budget.

The 2024 Capital Outlay request for the County Clerk was reviewed. Neary stated the \$5,000.00 request for permanent glass dividers could be considered through ARPA Funds.

Motion by Schroeder to consider the County Clerk request for glass dividers in the amount of \$5,000.00 through ARPA Funds at the next meeting. Second by Brusveen. Motion carried, not unanimous.

### **2024 Budget Requests – County Board**

The County Board budget was reviewed.

Motion by Brusveen to approve Account #1190 County Board 2024 budget request, with Contracted Services reduced to \$20,000.00, for a total county appropriation of \$123,850.00. Second by Schroeder. Motion carried.

Motion by Brusveen to approve Account #1191 Commissions and Committees 2024 budget request for a total county appropriation of \$68,150.00. Second by Field. Motion carried.

### **2024 Insurance Budget**

Neary presented the proposed 2023 budget request for employee bond, property, liability and auto insurance.

Motion by Field to approve Account #1960 Property, Liability, Auto Insurance 2024 budget request for a total county appropriation of \$186,100.00. Second by Schroeder. Motion carried.

### **Appointments**

Motion by Brusveen to approve the appointment of Adam Field, County Supervisor Representative, to the City of Portage Tax Incremental District (TID) No. 11. Second by Schroeder. Motion carried. Field abstained.

Motion by Field to approve the appointment of Megan L. Jahoda, Citizen Member, to The Ride Improvement Project of Columbia County (TRIP). Second by Brusveen. Motion carried.

### **American Rescue Plan Act (ARPA) Summary Review**

Neary gave an update on the ARPA funding and provided a handout. The following department requests were considered:

#### MIS

Election Servers	\$ 1,100.00
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#### Sheriff

Tactical Armor/Plates	\$ 7,800.00
Microwave Batteries	\$22,000.00

#### Veterans Service

Dividers	\$ 955.00
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### **Resolution: Authorize American Rescue Plan Act Expenditures**

Motion by Field to approve the request to transfer \$31,855.00 in ARPA funds to cover the cost of the requested items as presented. Second by Brusveen. Motion carried.

### **Resolution: Apply Opioid Settlement Fund for Drug Treatment Court**

Motion by Brusveen to approve the resolution to Apply Opioid Settlement Fund for Drug Treatment Court. Second by Field. Motion carried.

Ruf stated the following items were prepared as resolutions based on Supervisor Kolberg's motions during the July County Board meeting. He stated the Committee could take action as resolutions, otherwise, the motions will appear on the August County Board agenda. No action was taken.

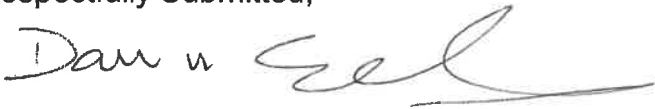
- **Amend County Board Standing Rule 1. Board Meetings. (8) Order of Business**
- **Amend County Board Standing Rule 24. Standing Committees**
- **Suspend County Board Standing Rules – Reinstate Supervisor Matthew L. Rohrbeck to All Committees with Leadership Roles**

- **Suspend County Board Standing Rules – Appoint Supervisor Derek Granquist to All of Former Supervisor Adam Hahn’s Committee Assignments**

The Executive Committee meeting was adjourned at 9:58 a.m.

The next regularly scheduled meeting of the Executive Committee is September 14, 2023 at 8:00 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Darren W. Schroeder". The signature is fluid and cursive, with a long horizontal stroke at the end.

Darren W. Schroeder  
Executive Committee Secretary

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