



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes August 11, 2022

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

Also in attendance during all or portions of the meeting: Tess Carr, Henry St. Maurice, Kurt Calkins, Rebekka Cary, Susan Fisher, Chris Hardy, Greg Kaminski, Bob Koch, Dean Kaderabek, Lisa Krintz, Sue Moll, Shonna Neary, Joe Ruf

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

Motion by Schroeder to approve the agenda as published. Second by Field. Motion carried.

Approval of Minutes

Motion by Field to approve the minutes of the July 14, 2022 Executive Committee meeting and Joint Executive Committee and Human Resources Committee. Second by Brusveen. Motion carried.

Operational Review: Veterans Service Officer

Motion by Field to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for the Veterans Service Office. Second by Schroeder. Motion carried.

Cary reported budgets were in line and there was no compensatory time to report. Staff continue to alternate attending monthly Women's Veteran meetings at Sauk and Dodge County.

2023 Budget Requests – Veterans Service

The 2023 Veteran Service Budgets were reviewed.

Motion by Rohrbeck to approve Account #4710 Veterans Service 2023 budget request for a total county appropriation of \$215,030.00. Second by Field. Motion carried.

Motion by Field to approve Account #4720 Veterans Relief 2023 budget request for a total county appropriation of \$14,800.00. Second by Brusveen. Motion carried.

There was no 2023 Capital Outlay request for the Veterans Service Office. Department goals were reviewed.

Operational Review: Register of Deeds

Motion by Field to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for the Register of Deeds Office. Second by Schroeder. Motion carried.

Krintz reported the budgets are on target and there was no compensatory time or out of county travel. She reported the PO Box rental was cancelled with a cost savings of \$75.

2023 Budget Requests – Register of Deeds

The 2023 Register of Deeds Budget was reviewed.

Motion by Field to approve Account #1710 Register of Deeds 2023 budget request for a total county appropriation of (\$156,090.00). Second by Brusveen. Motion carried.

There was no 2023 Capital Outlay request for the Register of Deeds Office. Department goals were reviewed.

Operational Review: Land Information

Motion by Field to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for the Land Information Office. Second by Brusveen. Motion carried.

Kaderabek reported budgets are on target and there was no compensatory time. The Real Property Listers will be attending a meeting in La Crosse in September.

Kaderabek requested to transfer \$1,070.00 from the Supplies account to the Capital Outlay account for a card reader.

Motion by Schroeder to approve the line item transfer of \$1,070.00 as presented. Second by Rohrbeck. Motion carried.

2023 Budget Requests – Land Information

The Land Information Department Budgets were reviewed.

Motion by Field to approve Account #1720 Land Information 2023 budget request for a total county appropriation of \$572,200.00. Second by Brusveen. Motion carried.

Motion by Brusveen to approve Account #1721 Land Records Expendable Trust 2023 budget request for a total county appropriation of \$0. Second by Schroeder. Motion carried.

Motion by Rohrbeck to approve Account #1722 Land Records Strategic Initiative Program 2023 budget request for a total county appropriation of \$0. Second by Brusveen. Motion carried.

Motion by Field to approve Account #1723 Land Information WLIP Program 2023 budget request for a total county appropriation of \$0. Second by Schroeder. Motion carried.

Motion by Schroeder to approve Account #1724 County Surveyor 2023 budget request for a total county appropriation of \$57,600.00. Second by Field. Motion carried.

There was no 2023 Capital Outlay request for the Land Information Department. Department goals were reviewed.

Operational Review: County Clerk

Motion by Brusveen to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for the County Board. Second by Schroeder. Motion carried.

Motion by Schroeder to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for the County Clerk and Elections. Second by Brusveen. Motion carried.

Motion by Brusveen to approve the July, 2022 Expenditure Report from 7/8/2022 through 8/4/2022 for Insurance. Second by Field. Motion carried.

Moll reported budgets are in line and there was no out of county travel. Staff earned compensatory time at the election on August 9th. She reported voter turnout for the Partisan Primary was 27% of eligible voters in Columbia County.

2023 Budget Requests – County Clerk

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

Motion by Brusveen to approve Account #1410 County Clerk 2023 budget request for a total county appropriation of \$341,240.00. Second by Field. Motion carried.

There was no 2023 Capital Outlay request for the budget.

Motion by Field to approve Account #1420 Elections 2023 budget request for a total county appropriation of \$1,760.00. Second by Rohrbeck. Motion carried.

There were no 2023 Capital Outlay requests for the County Clerk and Elections budgets. Department goals were reviewed.

2023 Budget Requests – County Board

The County Board budget was reviewed. The Chair/Vice Chair expense was reduced by \$2,000.00

Motion by Rohrbeck to approve Account #1190 County Board 2023 budget request with the \$2,000.00 reduction to the Chair/Vice Chair expense, for a total county appropriation of \$113,190.00. Second by Brusveen. Motion carried.

Motion by Field to approve Account #1191 Commissions and Committees 2023 budget request for a total county appropriation of \$68,150.00. Second by Rohrbeck. Motion carried.

2023 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 2023 budget request for a total county appropriation of \$149,600. Second by Schroeder. Motion carried.

American Rescue Plan Act (ARPA) Funding Update

Neary gave an update on the ARPA funding and provided a handout. She stated the MIS Fiber Optic project and the Solid Waste floor project will be posted for rebid.

American Rescue Plan Act (ARPA) Funding Review

The following department requests were considered:

Highway/Land and Water Conservation

Park Lake Rip Rap Project (estimate \$42,673.99) \$ 42,700.00

Motion by Schroeder to approve \$42,700.00 in ARPA funds for the Park Lake Rip Rap project. Second by Rohrbeck. Motion carried.

Emergency Management

Modular Vehicle Barrier System \$164,000.00

Koch gave a presentation on the modular vehicle barrier system, explaining the system could be used by law enforcement in municipalities holding large gathering events (i.e. parades, festivals, fairs). If approved to move forward, the system would go out to bid. No action was taken. The item could be considered again at a later date.

Out of State Travel Requests

None.

Appointments:

Land Information Council

Motion by Rohrbeck to approve the appointment of Travis Hamele as the realtor representative to the Land Information Council, to April, 2024. Second by . Motion carried.

It was recommended all appointments to the Land Information Council be reviewed in April, 2024 when the new County Board reviews committee appointments.

Ad Hoc Broadband Committee

Chair Polzer would like to form an Ad Hoc Broadband Committee to look at the costs and needs of broadband in Columbia County. The committee would consist of the following: Char Holtan, Chair; Steve Balsiger; Tess Carr; Troy Ryan; and Mike Weyh.

Motion by Rohrbeck to approve the Ad Hoc Broadband committee members as presented. Second by Schroeder. Motion carried.

Request Authorization to Hire LTE – Administrative Assistant at Solid Waste

Kaminski requested to hire a retired employee as an LTE to cover the office for four (4) days when the office will be short staffed. The estimated cost would be \$850.00.

Motion by Field to approve the request authorizing Solid Waste to hire an LTE Administrative Assistant as presented. Second by Rohrbeck. Motion carried.

Resolution: Amend County Board Standing Rule 24(6)

Motion by Brusveen to approve the resolution to amend County Board Standing Rule 24(6) as presented. Second by Rohrbeck. Motion carried.

Resolution: Authorize American Rescue Plan Act Expenditures

Motion by Rohrbeck to approve the resolution authorizing American Rescue Plan Act expenditures in the amount of \$42,700.00 to purchase identified items. Second by Brusveen. Motion carried.

HHS Placements Presentation

Susan Fisher gave a presentation on county mandated HHS placements.

August County Board Meeting

The County Board will meet on Wednesday, August 17, 2022 at 7:00 p.m.

Chair's Comments

Chair Polzer expressed appreciation to Department Heads for bringing forward budgets meeting county guidelines. He also invited committee members to the ICC meeting to be held in Columbia County on Monday, August 15th at 9:30 a.m.

The next regularly scheduled meeting of the Executive Committee will be September 15, 2022 at 8:00 a.m.

The Executive Committee meeting was adjourned at 11:00 a.m.

Respectfully Submitted,



Darren W. Schroeder
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk