

COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes August 15, 2018

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

Also in attendance during all or portions of the meeting: Kristen Anderson, Matt Bortz, Kurt Calkins, Rich Hasse, Karen Manske, Sue Moll, Shonna Neary, Joe Ruf,

The meeting of the Executive Committee was called to order by Chair Gove at 1:01 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 Drew to approve the agenda as published. Second by Foley. Motion carried.

Approval of Minutes

Motion by Wingers to approve the minutes of the July 9, 2018 Executive Committee regular meeting. Second by Drew. Motion carried.

Operational Review – Register of Deeds

Manske showed a budget summary showing accounts within the budget.

Motion by Foley to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the Register of Deeds Office. Second by Drew. Motion carried.

2019 Budget Requests – Register of Deeds

Motion by Wingers to approve Account #1710 Register of Deeds 2019 budget request for a total county appropriation of (\$80,540). Second by Drew. Motion carried.

Motion by Pufahl to approve the 2019 Capital Outlay request for the Register of Deeds in the amount of \$1,000 for a printer. Second by Drew. Motion carried.

Operational Review – Veterans Service Officer

Motion by Foley to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the Veterans Service Office. Second by Drew. Motion carried.

Hasse gave a budget summary of financial operations and reported out of county travel for staff.

2019 Budget Requests – Veterans Service

Motion by Foley to approve Account #4710 Veterans Service 2019 budget request for a total county appropriation of \$176,320. Second by Drew. Motion carried.

Motion by Foley to approve Account #4720 Veterans Relief 2019 budget request for a total county appropriation of \$14,400. Second by Drew. Motion carried.

There were no 2019 Capital Outlay requests for the Veterans Service Office.

Operational Review – Land Information

Motion by Foley to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the Land Information Office. Second by Wingers. Motion carried.

2019 Budget Requests – Land Information

Motion by Pufahl to approve Account #1720 Land Information 2019 budget request for a total county appropriation of \$548,530. Second by Foley. Motion carried.

Motion by Wingers to approve Account #1721 Land Records and Expendable Trust 2019 budget request for a total county appropriation of \$0. Second by Drew. Motion carried.

Motion by Foley to approve Account #1722 Land Records Expendable Trust 2019 budget request for a total county appropriation of \$0. Second by Drew. Motion carried.

Motion by Pufahl to approve Account #1723 WLIP Program 2019 budget request for a total county appropriation of \$0. Second by Foley. Motion carried.

Motion by Wingers to approve Account #1724 County Surveyor 2019 budget request for a total county appropriation of \$58,000. Second by Foley. Motion carried.

There were no 2019 Capital Outlay requests for the Land Information Office.

Operational Review – County Clerk

Motion by Drew to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the County Board. Second by Wingers. Motion carried.

Motion by Pufahl to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the County Clerk and Elections. Second by Foley. Motion carried.

Motion by Pufahl to approve the July 2018 Expenditure Report from 7/3/2018 through 8/9/2018 for the Insurance. Second by Drew. Motion carried.

Moll reported staff earned compensatory time at the Partisan Primary in August.

Moll stated voter participation for the Partisan Primary was 22% of eligible voters in Columbia County.

2019 Budget Requests – County Clerk

Motion by Wingers to approve Account #1410 County Clerk 2019 budget request for a total county appropriation of \$286,630. Second by Foley. Motion carried.

There were no 2019 Capital Outlay requests for the County Clerk budget.

Motion by Foley to approve Account #1420 Elections 2019 budget request for a total county appropriation of \$18,360. Second by Wingers. Motion carried.

Motion by Foley to approve the 2019 Capital Outlay request for the Elections Budget in the amount of \$4,000 for a laptop and installed software. Second by Wingers. Motion carried.

2019 Budget Requests – County Board

Motion by Foley to approve Account #1190 County Board 2019 budget request for a total county appropriation of \$86,350. Second by Wingers. Motion carried.

Motion by Foley to approve Account #1191 Commissions and Committees 2019 budget request for a total county appropriation of \$61,650. Second by Wingers. Motion carried.

2019 Insurance Budget

Neary presented the proposed 2019 budget request for employee bond, property, liability and auto insurance.

Motion by Foley to approve Account #1960 Property, Liability, Auto Insurance 2019 budget request for a total county appropriation of \$151,300. Second by Wingers. Motion carried.

2019 Position Bond Limits

Gove questioned if the bond limits for the medical examiner were sufficient. Neary will look into this and consider a possible change for 2020.

Motion by Foley to approve the 2019 position bond current limits as presented, with no changes. Second by Drew. Motion carried.

2019 Public Employee Blanket Bond Current Limits and Deductibles

Motion by Foley to approve the 2019 public employee blanket bond current limits and deductibles as presented, with no changes. Second by Drew. Motion carried.

Position Request for Zoning and Sanitary Specialist

Calkins gave an overview of staffing changes in the Planning & Zoning Office and requested changes in positions.

Motion by Pufahl to approve the position request for a Zoning and Sanitary Specialist. Second by Foley. Motion carried.

Planning and Zoning Administrative Assistant – Full Time Status

Motion by Foley to approve the request to increase the Planning and Zoning Administrative Assistant to permanent full time status. Second by Wingers. Motion carried.

Non-County Committee Appointments per Procurement Manual

Calkins stated the Procurement Manual requires Executive Committee approval for non-county committee appointments. Calkins is on the Board of Directors for the Southern Area Association of the Wisconsin Land and Water Conservation Association (WLWCA), the Southern Area Representative to the State Board of WLWCA, and Chair of the WLWCA Legislative and Administration Committee.

Motion by Wingers to approve the non-county committee appointments for Kurt Calkins as required by the Procurement Manual. Second by Pufahl. Motion carried, not unanimous.

Solid Waste Fee Ordinance

On behalf of Greg Kaminski, Ruf gave an explanation of the Solid Waste Fee Ordinance changes, to include flexibility to adjust fees based on current market rates.

Motion by Pufahl to approve the amendments to the Solid Waste Fee Ordinance. Second by Drew. Motion carried.

Solid Waste Compensation Adjustment

Ruf gave an overview of the request to adjust compensation for the Solid Waste truck drivers and balers. The request to move the positions up a grade would be an increase of approximately \$30,000.

Motion by Drew to approve the Solid Waste Compensation adjustment as presented. Second by Wingers. Motion carried.

Artwork Description Plaque

Gove was contacted by Fred Galley, of Galley Studio, who would like to donate a plaque to the County with a description of the artwork and a "Thank You" list of companies, etc.

Motion by Foley to not accept the donation of the artwork description plaque from Galley Studio. Second by Pufahl. Motion carried.

Chair's Comments

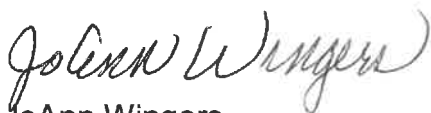
Gove reminded members of the upcoming Open House and responsibilities for the event.

Set Next Meeting Date

The next meeting of the Executive Committee will be held on September 10, 2018 at 1 pm in Meeting Room #115 of the Administration building.

Motion by Foley to adjourn the meeting. Second by Pufahl. The Executive Committee meeting was adjourned at 3:01 p.m.

Respectfully Submitted,



JoAnn Wingers
Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk