



# COLUMBIA COUNTY

Board of Supervisors

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## **Columbia County Executive Committee Minutes September 9, 2019**

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

Also in attendance during all or portions of the meeting: Nancy Long, Rebekka Cary, Dean Kaderabek, Karen Manske, Sue Moll, Cory Wiegel, Dawn Woodard, Mark Zimmerman, Nancy Smith, Travis Hamele

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 Pufahl to approve the agenda as published. Second by Drew. Motion carried.

### **Approval of Minutes**

Motion by Foley to approve the minutes of the August 12, 2019 Executive Committee regular meeting. Second by Wingers. Motion carried.

Motion by Wingers to approve the minutes of the August 2, 2019 joint meeting with the Human Resources Committee. Second by Foley. Motion carried. Pufahl abstained.

### **Operational Review – Veterans Service Officer**

Cary introduced Tammy Brueggman, Assistant Veterans Service Officer, to the Committee.

Motion by Foley to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the Veterans Service Office. Second by Wingers. Motion carried.

Cary reported the budgets are in line. She also reported out of county travel for both staff to attend the WI CVSO Association Fall Training Conference in Madison.

### **2019 Veteran's Grave Payments**

The grave payments for 2019 were reviewed. The amount totaling \$6,980.00 was submitted by the deadline for reimbursement. The amount is down slightly from last year's amount. The 2019 budget was \$8,500.

Motion by Drew to approve the 2019 Veteran's Grave payments in the amount of \$6,980. Second by Pufahl. Motion carried.

### **Closed Session:**

#### **Sale of Former Highway Office Building**

Motion by Foley to go into closed session pursuant to Wis. State Statute Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session [Sale of Former Highway Office Building]; If the Committee goes into closed session, it will return to open session. Second by Wingers. The roll call vote was unanimous. The Executive Committee went into closed session at 1:09 p.m. with Drew, Foley, Gove, Long, Pufahl, Wingers, Moll, Smith and Hamele attending.

Motion by Foley to return to open session. Second by Wingers. Motion carried. The Committee returned to open session at 1:30 p.m.

Motion by Pufahl to table the sale of the former highway office building. Second by Wingers. Motion carried.

#### **Operational Review – Register of Deeds**

Motion by Wingers to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the Register of Deeds Office. Second by Pufahl. Motion carried.

Manske reported the budget is on track and there is no compensatory time. She reported out of county to Dodgeville, and the Real Property Lister Conference in Wisconsin Dells.

#### **Operational Review – Land Information**

Motion by Foley to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the Land Information Office. Second by Wingers. Motion carried.

Kaderabek stated budgets are on target for the year to date and there is no compensatory time. He reported out of county travel for two (2) staff to attend the Real Property Lister Conference in Wisconsin Dells. Kaderabek will travel out of state to Salt Lake City, UT to attend a Spillman training. Kaderabek gave an update on projects the department is working on, to include a web application to identify exclusion areas when determining Chapter 980 placement; Executed GIS for CAD and Mobile Client to fix address and reporting issues; and creating a process for Safe at Home participants to redact address information from the public.

#### **Operational Review – County Clerk**

Motion by Foley to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the County Board. Second by Wingers. Motion carried.

Motion by Foley to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the County Clerk and Elections. Second by Pufahl. Motion carried.

Motion by Wingers to approve the August 2019 Expenditure Report from 8/9/2019 through 9/5/2019 for the Insurance Account. Second by Drew. Motion carried

Moll reported budgets and compensatory time are in line. She reported out of county travel to Wisconsin Dells in Sauk County for the Wisconsin County Clerks Association (WCCA) Fall Conference at the end of September.

### **2019 Dog License Fund Payments**

Municipalities have until September 15<sup>th</sup> to turn in dog listing reports for payment. As of today, no reports have been received in the County Clerk's Office. Moll stated if any reports are received by the deadline, the County Clerk's Office will need to make payment by October 1.

Chair Gove stated he will approve any payments that are received.

### **Appointments**

Pufahl stated Erin Salmon is the Director of Public Works for the Village of Pardeeville and would be a good addition to the committee.

Motion by Drew to recommend the appointment of Erin Salmon to the Local Emergency Planning Committee for a term to April, 2020. Second by Wingers. Motion carried.

### **Position Request – Social Worker (Jail Social Worker/MAT Grant Funded)**

Woodward requested to hire a social worker at the jail for the medication assisted treatment program. A grant was awarded to fund the position through June 30, 2020, unless another grant is awarded.

Motion by Pufahl to approve the position request for a social worker at the jail, to be paid with grant funds. Second by Drew. Motion carried.

### **Resolution: Promote the 2020 Census and Assure that all Residents of our Community are Counted**

Moll gave an overview of the resolution and the 2020 Census process.

Motion by Pufahl to approve the resolution to promote the 2020 Census and assure that all residents of our community are counted. Second by Drew. Motion carried.

Gove stated he will be establishing a Complete Count Committee and appointing members to be considered at the next Executive Committee meeting.

### **Request from River Haven Homeless Shelter to use County Parking Lot on October 12, 2019**

Wiegel received a request from the River Haven Homeless Shelter requesting to use the County's parking lot, next to the shelter and Market Basket, on October 12, 2019 to hold a picnic. Approximately 20 picnic tables will be set up. Wiegel stated he has no issues with the request as long as the picnic tables are moved off to the side of the parking lot by Monday morning so the parking lot could be used. He also requested that no drilled holes, or other damage, be done to the parking lot; and bouncy houses, slides, and similar items, not be allowed.

Motion by Pufahl to approve the request from the River Haven Homeless Shelter to use the County parking lot on October 12, 2019 to hold a picnic. Second by Foley. Motion carried.

### **Resolution: Authorize Transfer of Funds to Upgrade Management Information Systems (MIS) Department Office Ventilation System**

Wiegel gave a brief explanation of the noise issue in the Management Information Systems Department caused by the ventilation system and a possible solution to reduce the noise.

Motion by Pufahl to approve the resolution to authorize the transfer of funds to upgrade the MIS Office ventilation system. Second by Foley. Motion carried.

**Ordinance: Amend Title 12, Chapter 7 – Tourist-Oriented Directional Signage (TODS) Regulations**

Zimmerman gave a brief review of the proposed ordinance amendment regarding uniform regulations for tourist-oriented directional signage.

Motion by Foley to approve amending Title 12, Chapter 7 of the County Code of Ordinances, Tourist-Oriented Directional Signage Regulations. Second by Wingers. Motion carried.

**Set Next Meeting Date**

The next meeting of the Executive Committee was scheduled for October 7, 2019 at 1 p.m. in Meeting Room #115 of the Administration building. Chair Gove announced the special meeting of the Executive Committee scheduled for September 11<sup>th</sup> has been cancelled and will be re-scheduled at a later date.

Motion by Wingers to adjourn the meeting. Second by Foley. Motion carried. The Executive Committee meeting was adjourned at 2:10 p.m.

Respectfully Submitted,



JoAnn Wingers  
Executive Committee Secretary

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