



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes December 7, 2020

Members present: James E. Foley, Vern E. Gove, Bob Koch, Barry Pufahl, JoAnn Wingers

Also in attendance during all or portions of the meeting: Denise Brusveen, Nancy Long, Jodi Burmania, Rebekka Cary, Heather Gove, Chris Hardy, Dean Kaderabek, Greg Kaminski, Lisa Krintz, Karen Manske, Sue Moll, Joe Ruf, Cory Wiegel, Nicole Aimone (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.

Public Input

None.

Approval of Agenda

Motion by Koch to approve the revised agenda as published. Second by Wingers. Motion carried.

Approval of Minutes

Motion by Pufahl to approve the minutes of the November 2, 2020 Executive Committee regular meeting and November 10, 2020 meeting. Second by Foley. Motion carried.

Operational Review: Veterans Service Officer

Motion by Pufahl to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for the Veterans Service Office. Second by Koch. Motion carried.

Cary reported budgets and compensatory time were in line and there was no out of county travel.

Administrative Assistant Position Description

Cary presented the position description for the Administrative Assistant.

Motion by Koch to approve the Administrative Assistant position description as presented. Second by Foley. Motion carried.

Operational Review: Register of Deeds

Motion by Foley to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for the Register of Deeds Office. Second by Wingers. Motion carried.

Manske reported budgets and compensatory time were in line and there was no out of county travel.

Lisa Krintz was introduced as the new Register of Deeds as of January 4, 2021. Manske's last day in the office is December 23, 2020.

Operational Review: Land Information

Motion by Koch to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for the Land Information Office. Second by Pufahl. Motion carried.

Kaderabek reported budgets and compensatory time are on target for the year to date, and there was no out of county travel. He reported assessments for 32 of the 35 municipalities have been completed. The GIS web server will be updated at the end of the month.

Appoint County Surveyor

Motion by Foley to recommend the re-appointment of Jim Grothman as County Surveyor for a 2 year term to January, 2023. Second by Wingers. Motion carried.

Re-Elect Veterans Service Officer

Motion by Wingers to re-elect Rebekka Cary as the Veterans Service Officer. Second by Foley. Motion carried.

Operational Review: County Clerk

Motion by Koch to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for the County Board. Second by Foley. Motion carried.

Motion by Pufahl to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for the County Clerk and Elections. Second by Koch. Motion carried.

Motion by Koch to approve the November, 2020 Expenditure Report from 10/30/2020 through 12/3/2020 for Insurance. Second by Wingers. Motion carried.

Appointments:

County Library Systems Board

Motion by Foley to recommend the re-appointment of Dianne Effinger and Beth Ann Scott to the County Library Systems Board for a 3 year term to January, 2024. Second by Pufahl. Motion carried.

Health and Human Services Board Physician

Heather Gove reported Dr. Michael Walters resigned from the Health and Human Services Board. Chair Gove conducted a phone interview last week with Dr. Dan Gutmann and recommended him as the advisory physician to replace Dr. Walters. Dr. Gutmann is an emergency physician in Portage.

Motion by Foley to recommend the appointment of Dr. Dan Gutmann to the Health and Human Services Board to replace Dr. Michael Walters. Second by Pufahl. Motion carried.

Veterans Service Commission

Motion by Wingers to recommend the re-appointment of Keith Miller to the Veterans Service Commission for a 3 year term to December, 2023. Second by Koch. Motion carried.

2021 Liability Insurance

Motion by Pufahl to approve the 2021 Liability Insurance renewal with the current deductible of \$50,000. Second by Wingers.

Motion by Koch to amend the motion to include the rejection the Identity Recovery coverage. Second by Foley. Motion carried.

Motion to approve the 2021 Liability Insurance renewal with the current deductible of \$50,000 and reject the Identity Recovery coverage was approved as amended.

Winter Operations Plan for Highway Department During Pandemic

Hardy gave an overview of the winter operations plan for the Highway Department during the pandemic.

Gove requested other County Departments present their Pandemic Plan to the Executive Committee at the January, 2021 meeting. Ruf will contact the Department Heads with the request.

Resolution: Authorize and Approve County Recycling Facility Upgrade Project

Kaminski explained the scope of the proposed Recycling Facility upgrade project. He distributed a packet of information with upgrade costs and projected revenue.

Motion by Pufahl to approve the resolution to authorize and approve the County Recycling Facility upgrade project. Second by Wingers. Motion carried.

City of Portage Request to Transfer Parcel No. 11271-1203 (114/116 W. Cook St., Portage)

Ruf gave an explanation of parcel #11271-1203 (former Antique Mall on W. Cook Street in Portage), which is currently tax delinquent. The owners have no interest in reclaiming the property and the property may be contaminated. If the County proceeds with the foreclosure process, the City of Portage has formally requested Columbia County transfer ownership of the parcel to the City of Portage. Outstanding property taxes of \$55,861.88 owed to the County would not be collected.

Motion by Foley to proceed with the foreclosure process and transfer ownership of Parcel No. 11271-1203 to the City of Portage unencumbered of property tax delinquency. Second by Koch. Motion carried.

Facilities Management Department Management and Organization & Medical Examiner's Office Management and Organization

Motion by Wingers to go into closed session pursuant to WI State Statute Section 19.85 (1)(c), Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Facilities Management Department Management and Organization; Medical Examiner's Office Management and Organization]. If the Committee goes into closed session, it will return to open session. Second by Foley. The roll call vote was unanimous. The Executive Committee went into closed session at 1:47 p.m. with Foley, Gove, Koch, Pufahl, Wingers, Brusveen, Long, Burmania, Moll and Ruf attending.

Motion by Pufahl to return to open session. Second by Wingers. Motion carried. The Committee returned to open session at 2:42 p.m.

Motion by Foley to direct the Human Resources Department to move forward with recommendations for the Facilities Management Department as discussed in Closed Session. Second by Wingers. Motion carried.

Set Next Meeting Date

The next regularly scheduled meeting of the Executive Committee was scheduled for Monday, January 11, 2021 at 1 p.m. in the Administration building.

Motion by Wingers to adjourn the Executive Committee meeting. Second by Foley. Motion carried. The Executive Committee meeting was adjourned at 2:43 p.m.

Respectfully Submitted,



Bob Koch
Executive Committee Secretary