

# COLUMBIA COUNTY

Board of Supervisors

112 E. Edgewater Street  
Portage, WI 53901

608-742-9654

FAX: 608-742-9602

WEBSITE: [www.co.columbia.wi.us](http://www.co.columbia.wi.us)

## **Columbia County Executive Committee Minutes December 10, 2018**

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: Tom Borgkvist, Susanna Bradley, Kevin Kessler, Nancy Long, Kristen Anderson, Rebekka Cary, Stacy Davenport, David Drews, Susan Fisher, Karen Manske, Sue Moll, Becky Mulhern, Joe Ruf, Clint Starks, Dawn Woodard; Lyn Jerde (Portage Daily Register); Stan Higby (Adams Columbia Electric Cooperative)

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 Foley to approve the agenda as amended, with the item "HHS Department Management and Organization" moved to the January agenda. Second by Drew. Motion carried.

### **Approval of Minutes**

Motion by Foley to approve the minutes of the November 5, 2018 Executive Committee regular meeting. Second by Wingers. Motion carried.

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

Motion by Foley to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the Veterans Service Office. Second by Pufahl. Motion carried.

Cary reported out of county travel to Mauston on December 21<sup>st</sup> for the Southwest CVSO meeting. She also stated 2 volunteers have started in her office to assist with answering phones and walk-in customers.

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

Manske shared a budget summary showing accounts are within the budget.

Motion by Pufahl to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the Register of Deeds Office. Second by Wingers. Motion carried.

Manske reported there will be no compensatory time or out of county travel for the month.

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

Motion by Foley to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the Land Information Office. Second by Wingers. Motion carried.

Anderson stated there will be no compensatory time or out of county travel for the month.

### **Land Information Modernization Plan**

Anderson gave an overview of the 2019-2021 Land Information Modernization Plan and highlighted the 9 projects identified for completion over the next three years.

Motion by Pufahl to proceed with the Land Modernization Plan as presented. Second by Wingers. Motion carried.

### **Resolution: County Board Seeking Approval of the Land Modernization Plan**

Motion by Wingers to approve the resolution for the County Board Seeking Approval of the Land Modernization Plan. Second by Foley. Motion carried.

### **Appointments**

Motion by Drew to recommend the re-appointment of Jim Grothman as County Surveyor for a 2 year term to January, 2021. Second by Wingers. Motion carried.

### **Old Highway Office Building**

Options were considered for the old Highway Office Building, to knock it down or put it on the market for sale. The cost for removing the building were unknown, bids would need to be obtained. If the building is offered for sale, the County would need to add stipulations regarding overflow parking and consideration of highway truck traffic. An ideal buyer would be something compatible with the County.

Motion by Pufahl to direct Chair Gove to list the old Highway Office Building for sale. Second by Foley. Motion carried.

### **Closed Session:**

- **Sale of Former County HHS Building, 2652 Murphy Road, Portage WI**
- **Request from Adams Columbia Electric Cooperative to Purchase Parcel No. 269.A in the Town of Lewiston**

Motion by Foley to go into closed session pursuant to Wisconsin 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 County HHS Building, 2652 Murphy Road, Portage, WI; Request from Adams Columbia Electric Cooperative to Purchase Parcel No. 269.A in the Town of Lewiston] 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 1:32 p.m. with Gove, Drew, Wingers, Foley, Pufahl, Borgkvist, Bradley, Kessler, Long, Fisher, Moll, and Ruf attending. Stan Higby, Adams Columbia Electric Cooperative representative, later joined the meeting.

Motion by Foley to return to open session. Second by Wingers. Motion carried. The Committee returned to open session at 1:58 p.m.

Motion by Drew to transfer Parcel No. 269.A in the Town of Lewiston to the Adams Columbia Electric Cooperative at no cost, with the condition the property be subject to the highway right of way. Second by Foley. Motion carried.

Foley left at 1:59 pm.

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

Motion by Wingers to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the County Board. Second by Drew. Motion carried.

Motion by Pufahl to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the County Clerk and Elections. Second by Wingers. Motion carried.

Motion by Pufahl to approve the November 2018 Expenditure Report from 11/2/2018 through 12/6/2018 for the Insurance. Second by Wingers. Motion carried.

Moll reported budgets and compensatory time are in line. Staff will be short a person due to an anticipated family leave.

### **Appointments**

Motion by Wingers to recommend the re-appointment of Susanna Bradley to the County Library Systems Board for a 3 term to January, 2022. Second by Drew. Motion carried.

Motion by Pufahl to recommend the appointment of Linda Ross to the County Library Systems Board for a 3 term to January, 2022. Second by Wingers. Motion carried.

Motion by Pufahl to recommend the re-appointment of Nancy Long to the South Central Library Board for a 3 year term to January, 2022. Second by Wingers. Motion carried.

### **2019 ARC Rent Renewal Request**

Moll stated ARC originally requested to terminate their lease for 2019. ARC is now requesting to continue their lease in 2019 for their present location, as they could not find anything to meet their needs or match their budget. The Information Services and Property Committee recommended approval of the request.

Motion by Pufahl to approve the request to continue renting space to ARC at the same space and rental rate for 2019. Second by Drews. Motion carried.

### **HHS Monitor Wall Installations for MIS**

Drews received a request to install wall monitors at the Health and Human Services building. The request was approved at the Information Services and Property Committee.

Motion by Pufahl to approve the installation of wall monitors at the Health and Human Services building. Second by Drew. Motion carried.

### **ADRC Driver Parking**

Mulhern shared safety concerns for ADRC drivers having to swap vehicles in the early morning hours. Currently, the vehicles are in the remote parking lot near the Building and Grounds Shop. She is requesting to allow the ADRC vans to park in front of the ADRC building during non-business hours. Gove stated a secure fence has been approved for the remote lot, however, installation was delayed due to the frozen ground.

Motion by Drew to approve the request for the ADRC vans to park in front of the ADRC building during off hours, with the understanding the ADRC vans will park back at the Building and Grounds Shop parking lot when the security fence is installed. Second by Wingers. Motion carried.

**Resolution: Designation of Columbia County as Health Insurance Portability and Accountability Act (HIPAA) Hybrid Entity**

Fisher gave an explanation of the reason for Columbia County's designation as a HIPAA hybrid entity. By performing this designation, only select departments would be required to follow HIPAA requirements, and not those departments that would otherwise not be required.

Motion by Pufahl to approve the resolution designating Columbia County as Health Insurance Portability and Accountability Act (HIPAA) Hybrid Entity. Second by Wingers. Motion carried.

**Resolution: Accept Nonnarcotic, Nonaddictive Injectable Medication Medication-Assisted Treatment Service (NNAI MAT) Within the Jail Setting Grant**

Starks and Davenport reported Columbia County was awarded a grant in the amount of \$111,440, based on a collaborative effort between the Health and Human Services and Sheriff's Department. If accepted, the grant funds will be used to provide medication assisted treatment to inmates at the Columbia County Jail prior to their release from the jail into the community.

Motion by Pufahl to approve the resolution to Accept Nonnarcotic, Nonaddictive Injectable Medication Medication-Assisted Treatment Service (NNAI MAT) Within the Jail Setting Grant. Second by Drew. Motion carried.

**Position Request for Behavioral Health & Long Term Support Services (BHLTS) Social Worker Funded by NNAI MAT Grant**

Health and Human Services requested a social worker to perform case management for the jail medication assisted treatment program. The position would be funded through the NNAI MAT grant with the understanding the position would terminate upon the cessation of the grant's funding.

Motion by Pufahl to approve the position request for a Behavioral Health & Long Term Support Services (BHLTS) Social Worker Funded by NNAI MAT Grant. Second by Drew. Motion carried.

**Resolution: Requesting Increased Funding and Oversight Reforms for Wisconsin's Child Protective Services System**

Woodard presented a resolution requesting the State of Wisconsin to consider an increase to the Children and Family Aids allocation to counties during the upcoming budget session.

Motion by Pufahl to approve the resolution Requesting Increased Funding and Oversight Reforms for Wisconsin's Child Protective Services System. Second by Wingers. Motion carried.

**Resolution: Support Increased State Funding for County Child Support Agencies**

Ruf presented a resolution requesting the State of Wisconsin to consider an increase in State funding for county child support agencies to cover the steadily increased workloads.

Motion by Drew to approve the resolution to Support Increased State Funding for County Child Support Agencies. Second by Pufahl. Motion carried.

**Resolution: Authorize Transfer of Funds for Emergency Management Coordinator Vehicle**

Gove stated the Emergency Management vehicle was unsafe and needed to be replaced. Pufahl stated the Public Safety Committee approved the resolution to transfer funds to cover the cost of a replacement vehicle.

Motion by Drew to approve the resolution to Authorize Transfer of Funds for Emergency Management Coordinator Vehicle. Second by Wingers. Motion carried.

**Resolution: Approving Alternation of Supervisory District Boundaries – City of Lodi**

Moll stated the City of Lodi annexed property from the Town of Lodi. The annexed property was part of Supervisory District 26, there are no voters. The resolution would alter the supervisory district boundary and place the annexed property in Supervisory District 27.

Motion by Drew to approve the resolution to approve Alternation of Supervisory District Boundaries in the City of Lodi. Second by Pufahl. Motion carried.

**Resolution: Approving Alternation of Supervisory District Boundaries – City of Portage**

Moll stated the City of Portage annexed property from the Town of Pacific. The annexed property was part of Supervisory District 13, there are no voters. The resolution would alter the supervisory district boundary and place the annexed property in Supervisory District 8.

Motion by Wingers to approve the resolution to approve Alternation of Supervisory District Boundaries in the City of Portage. Second by Pufahl. Motion carried.

**Ordinance: Amend Title 5 County Administration – Chapter 13 Assistant Medical Examiner Compensation**

Ruf stated the Assistant Medical Examiner compensation was approved in the 2019 budget. The ordinance amendment identifies the approved compensation.

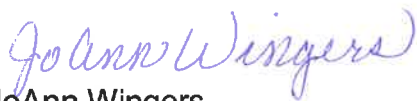
Motion by Drew to approve the Ordinance to Amend Title 5 County Administration – Chapter 13 Assistant Medical Examiner Compensation. Second by Wingers. Motion carried.

**Set Next Meeting Date**

The next meeting of the Executive Committee will be held on January 7, 2019 at 1 p.m. in Meeting Room #115 of the Administration building.

Motion by Drew to adjourn the meeting. Second by Wingers. Motion carried. The Executive Committee meeting was adjourned at 2:48 p.m.

Respectfully Submitted,



JoAnn Wingers  
Executive Committee Secretary

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