



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes December 11, 2017

Members present: Mary Cupery, James E. Foley, Vern E. Gove, Kirk Konkol, JoAnn Wingers

Also in attendance during all or portions of the meeting: Kristen Anderson, Rich Hasse, Shanna Herrick, Cathy Karls, Karen Manske, Sue Moll, Becky Mulhern, Joe Ruf,; Marty Malloy (M3 Insurance); Joshua Dirske (Aegis Corp.) Lyn Jerde (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.

Approval of Agenda

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

Chair Gove stated he may take items out of order to accommodate those presenting subject matter.

Approval of Minutes

Motion by Foley to approve the minutes of the November 6, 2017 Executive Committee regular meeting. Second by Konkol. Motion carried.

2018 Insurance Coverage

Motion by Foley to renew the liability coverage for 2018 with the Wisconsin County Mutual Insurance Corporation, with no change in deductible. Second by Cupery. Motion carried.

Marty Malloy of M3 Insurance presented a proposal for auto and property insurance. The auto proposal from Starr Surplus Lines Insurance Company was quoted at \$131,486. The property proposal from CNA, the current carrier, was quoted at \$167,229. The total premium for auto and property coverage was quoted at \$298,715. Malloy pointed out the differences between his policy and the Wisconsin County Mutual policy. His includes equipment breakdown and data compromise coverage; the deductible for contractors' equipment is \$1,000; and the flood coverage limit is higher. Malloy addressed questions about the proposal.

Joshua Dirkse of Aegis Corp. presented a proposal for auto and property insurance. The auto proposal was quoted at \$99,339. The property proposal was quoted at \$162,231. Both policies would be covered through the Wisconsin County Mutual Insurance Corp. Dirkse stated equipment breakdown and data compromise coverage would be additional, however, by consolidating the insurance with the Liability and Workers' Compensation coverage, there would be a credit of \$12,999. Dirkse addressed questions about the proposal.

Moll gave a quick overview of the similarities and differences in coverage for both proposals. The \$5,000 auto deductible for comprehensive and collision was the same for both policies; the \$10,000 property deductible for buildings, contents, and property in the open was the same for both policies; the M3 proposal has a better deductible for contractors' equipment, with \$1,000 for equipment less than \$100,000 in value and \$5,000 deductible for equipment more than \$100,000 in value. The Aegis proposal has a \$10,000 deductible for contractors' equipment. The M3 proposal included equipment breakdown and data compromise coverage. Moll stated the premium for auto and property, less the credit, with the Wisconsin County Mutual Insurance Corp., plus the addition of equipment breakdown coverage, quoted at \$17,657; and data compromise coverage, quoted at \$664; would be a total premium quoted at \$266,892.

Motion by Foley to approve auto and property coverage, effective January 1, 2018, with Wisconsin County Mutual Insurance Corporation. Second by Cupery. Motion carried.

Motion by Foley to approve equipment breakdown coverage, effective January 1, 2018, with Hartford Steam Boiler. Second by Wingers. Motion carried.

Motion by Konkel to approve data compromise and identity recovery coverage, effective January 1, 2018, with Hartford Steam Boiler. Second by Foley. Motion carried.

Appointments

Motion by Konkel to recommend the appointment of Dr. Michael Walters to the Health and Human Services Board to complete Dr. Kenneth Oh's remaining term and a 3 year term to April, 2021. Second by Cupery. Motion carried.

Ordinance: Amend Title 9, Chapter 1 Fee Schedule, Section 9 Health and Human Services

Becky Mulhern gave an overview of the recommended Aging and Disability Resource Center fee increases for the foot clinic, Ensure, transportation, and Senior Nutrition Program.

Motion by Foley to approve the ordinance to amend Title 9, Chapter 1, Section 9 of the Health and Human Services Fee Schedule. Second by Cupery. Motion carried.

Operational Review – Veterans Service Officer

Motion by Foley to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the Veterans Service Office. Second by Konkel. Motion carried.

Hasse reported out of county travel for his department.

Operational Review – Register of Deeds

Motion by Wingers to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the Register of Deeds Office. Second by Konkel. Motion carried.

Manske gave a brief report on the Blockchain Conference she attended.

Self-Addressed Stamped Envelope Policy

Manske gave a brief history of the self-addressed stamped envelope policy, which was put in place several years ago when budgets were tight and there was a large volume of documents being recorded. She stated approximately 40% of the documents are now e-recorded and removing the

policy would have little impact on her postage budget. Manske has recommended to eliminate the self-addressed stamped envelope policy.

Motion by Foley to approve the recommendation to eliminate the self-addressed stamped envelope policy. Second by Wingers. Motion carried.

Operational Review – Land Information

Motion by Konkol to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the Land Information Office. Second by Foley. Motion carried.

Anderson reviewed the Wisconsin Land Information Program 2018 Base Budget, Training & Education, and Strategic Initiative Grant and requested approval to submit the grant application.

Motion by Konkol to approve submitting the grant application as presented. Second by Wingers. Motion carried.

Anderson gave a brief overview of the Census 2020 and the Local Update of Census Address Operation (LUCA). She requested approval to submit the LUCA registration form.

Motion by Wingers to approve submitting the Local Update of Census Address registration form. Second by Konkol. Motion carried. Not unanimous.

Operational Review – County Clerk

Motion by Konkol to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the County Board. Second by Foley. Motion carried.

Motion by Wingers to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the County Clerk and Elections. Second by Cupery. Motion carried.

Motion by Foley to approve the November 2017 Expenditure Report from 11/3/2017 through 12/7/2017 for the Insurance. Second by Wingers. Motion carried.

Moll reported on 3 days of election equipment coding training she attended, along with Shanna Herrick. She also reported on upcoming election equipment training, with 6 sessions scheduled on 2 different days at the end of January; she will be conducting two sessions of WisVote Relier training in February; and reported she was recently recertified to conduct Baseline Chief Election Inspector training. Moll plans to conduct a Baseline Chief Election Inspector training session in January.

Appointments

Motion by Wingers to recommend the re-appointment of Dianne Effinger to the County Library Systems Board for a 3 year term to January, 2021. Second by Foley. Motion carried.

Motion by Konkol to recommend the re-appointment of Nan Hughes as alternate to the South Central Library Board for a 3 year term to January, 2021. Second by Cupery. Motion carried.

Replacement Request for MIS Director

Motion by Foley to approve the replacement request for the MIS Director. Second by Wingers. Motion carried.

Resolution: Amend Operations Manual for Management

Ruf reviewed changes to the Operations Manual for Management to include a policy on the recruitment, evaluation, and appointment of county employees. He stated the Human Resources Committee has reviewed and recommended the amended changes.

Motion by Foley to approve the resolution to amend the Operations Manual for Management. Second by Cupery. Motion carried.

Ruf clarified the resolution only requires Committee approval.

Resolution: 2018 Across the Board (ATB) Salary Increase for County Employees Other Than Sheriff's Sworn Union Staff

Ruf explained the resolution to approve an Across the Board salary increase of 1% for county employees other than Sheriff's Sworn Union Staff, effective January 1, 2018. The Human Resources Committee has approved the resolution.

Motion by Foley to approve the resolution to offer a 1% Across the Board salary increase for county employees other than Sheriff's Sworn Union Staff, effective January 1, 2018. Second by Wingers. Motion carried.

Resolution: Acceptance of Wisconsin Arts Board Grant

The resolution to accept the \$3,720 grant from the Wisconsin Arts Board was reviewed along with the grant agreement. Committee members expressed concern with a number of the conditions outlined in the grant agreement. Ruf was advised to review the agreement and work with the Wisconsin Arts Board to make necessary modifications.

Motion by Wingers to table the resolution until the grant agreement can be reviewed and modified, if necessary. Second by Foley. Motion carried.

Resolution: Recognition of Karen Nelson

Motion by Wingers to approve the resolution recognizing Karen Nelson. Second by Konkel. Motion carried.

Resolution: Recognition of John R. Hartman

Motion by Foley to approve the resolution recognizing John R. Hartman. Second by Konkel. Motion carried.

Resolution: Recognition of Nancy Elsing

Motion by Wingers to approve the resolution recognizing Nancy Elsing. Second by Cupery. Motion carried.

Resolution: Dedicate Columbia County Administration Building Rooms 113 & 114

Chair Gove proposed dedicating meeting rooms in the new Administration building to honor former Board Supervisor Carl C. Frederick and outgoing Board Supervisor John H. Tramburg. He stated the former Administration building named after Carl C. Frederick will now be referred to as the Courthouse. Dedicating Meeting Room #113 in Frederick's honor will continue to acknowledge his past accomplishments to the County. He would also like to dedicate Meeting Room #114 in honor of Supervisor Tramburg for his accomplishments and long service to the County.

Motion by Foley to approve the resolution dedicating the Columbia County Administration building Room No. 113 as the Carl C. Frederick Room and Room No. 114 as the John H. Tramburg Room. Second by Konkel. Motion carried.

Designate December 22 and 29, 2017, as County Holidays for Office Closure

Ruf stated the Operations Manual for Management indicates if consecutive holidays fall on a Sunday and Monday, the County Board will need to determine the applicable holiday schedule, as is the situation with the upcoming Christmas Eve Day, Christmas Day and New Year's Eve Day.

Motion by Foley to designate December 22 and 29, 2017 as County Holidays for office closure. Second by Wingers. Motion carried.

Chair's Comments

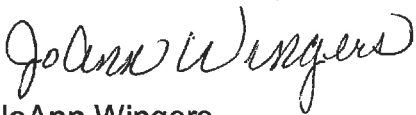
Chair Gove reminded Board Supervisors and Department Heads to send in their reservations for the Holiday Luncheon.

Set Next Meeting Date

The next meeting of the Executive Committee will be held on Monday, January 8, 2018 at 1 p.m. in Meeting Room #115.

Motion by Foley to adjourn the meeting. Second by Wingers. The Executive Committee meeting was adjourned at 2:24 p.m.

Respectfully Submitted,



JoAnn Wingers

Executive Committee Secretary

These minutes were recorded by Sue Moll, County Clerk.