



Columbia County Executive Committee Minutes October 10, 2011

Members Present: Kenneth W. Hutler, Andy Ross, Fred C. Teitgen, Robert R. Westby, Debra L. Healy Wopat

Also In Attendance: Susan Martin, Susan Moll, Donna Chrzas, Joe Ruf, Bill Casey, Jane Kohlwey, Karen Nelson, Dawn Woodard, Dennis Richards, Angela Hinze, Lyn Jerde (Portage Daily Register)

Meeting called to order by Chair Westby at 9:22 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Minutes

Motion by Teitgen to approve the minutes of the September 12, 2011 Executive Committee meeting. Second by Hutler. Motion carried.

Operational Review – Veterans Service Officer

Motion by Hutler to approve the September, 2011 expenditure report for the Veterans Service office. Second by Teitgen. Motion carried.

Chzas reported on her fall conference she recently attended. There will be no out of county travel for November.

Replacement Requests

Bill Casey is requesting to fill a Solid Waste driver position that was vacated when an employee transferred to another department. Applicants will need to have a commercial driver license. Motion by Wopat to approve the request to replace the Solid Waste driver position. Second by Ross. Motion carried.

Jane Kohlwey is requesting a limited term employee for the Victim Witness unit to fill in for an employee who will be out on medical leave. The LTE will work from October 24 through December 4th at 35 hours per week. Due to an employee retiring earlier than planned, additional funds are in the budget to cover the costs of approximately \$3,391.00 for the LTE. If approved, Kohlwey has a person in mind to fill the position, a former employee who is qualified. Motion by Ross to approve Kohlwey's request to hire a limited term employee for the Victim Witness office. Second by Wopat. Motion carried.

Karen Nelson is requesting to extend the 80% Agriculture interim position contract to the end of December and to increase the pay from \$37,000 to \$42,000, there is money in the budget from savings for the budgeted full-time position. Motion by Teitgen to approve Nelson's request to extend the 80% interim agriculture position to December 31, 2011 and to increase the pay to \$42,000. Second by Wopat. Motion carried.

Review Supervision/Maintenance of Video System

Sheriff Richards explained that the current video system at the courthouse is not able to retain video past 30 days. The Department of Justice recommends a minimum of 120 days video retention to cover any requests to use video as evidence, the Sheriff's office would like to retain video tapes for 180 days. Funds were added to the Building and Grounds budget to cover additional costs to update the video equipment. Sheriff Richards would like responsibility of all surveillance videos in his department with the Building and Grounds Department being responsible to make sure the equipment is maintained and operating properly.

Motion by Teitgen to designate supervision of the video system to the Sheriff's Office along with the download responsibilities, and storage of surveillance video for a minimum of 180 days, and directs the Corporation Counsel to draft policy procedures indicating such. Second by Wopat. Motion carried.

Adams County Medical Examiner Intergovernmental Agreement

Angela Hinze stated that the Medical Examiner Agreement with Adams County needs to be considered for 2012. Hinze indicated that a lot of time and effort was used in 2011 to organize the Adams County office. It was also clarified that money from the contract goes into the general fund, which helps with capital outlay requests from the department. Hinze supports extending the agreement for 2012. She will also request in the future that Adams County review the agreement by August when Columbia County is going through the budget process.

Motion by Ross to go forward with a one year contract, from January through December, 2012, with Adams County on the Medical Examiner Intergovernmental Agreement, with the option for either county to terminate the agreement with a 90 day notice. Second by Teitgen. Motion carried.

Resolution to Prohibit the Carrying of Firearms and other Weapons in Columbia County Buildings

Joe Ruf previously met with Sheriff Richards and Cory Wiegel to discuss the new conceal and carry law (Wisconsin Act 35) that will be in effect on November 1, 2011. By current law, no firearms or other weapons can be in the courthouse or other law enforcement buildings. Signs prohibiting the carrying of firearms and other weapons will be posted at all entrances to county buildings, including the Highway buildings and Health and Human Services building. The signs were reviewed by the Property and Insurance Committee. Ruf stated that enforcement will be based on the honor system. There are no budget requests at this time to increase security or staffing to enforce the law. Building owners can not be found liable. Ruf also indicated that work rules can be added to ban firearms/weapons from county owned vehicles.

Motion by Teitgen to approve the resolution prohibiting the carrying of firearms and other weapons in Columbia County buildings and at special events on Columbia County property. Second by Hutler. Motion carried.

Review Personnel Issues/Costs

Motion by Hutler to go into closed session pursuant to Wisconsin State Statute Section 19.85 to review personnel issues and costs, the Committee will reconvene in open session. Second by Teitgen. Roll call vote was unanimous. The Executive Committee went into closed session at 10:30 am.

Motion by Ross to reconvene in open session. Second by Teitgen. Motion carried. The Executive Committee reconvened in open session at 11:23 am.

Operational Review – County Clerk

Motion by Wopat to approve the September, 2011 expenditure report for the County Clerk's office. Second by Teitgen. Motion carried.

There is no out of county travel planned for October.

Appointments

Motion by Teitgen to approve the recommendation to appoint Mary Lou Sharpee to the Columbus Local Library Board to May, 2014. Second by Ross. Motion carried.

Motion by Teitgen to approve the recommendation to appoint Linda Balsiger and Jim Burmeister to the Wyocena Local Library Board to May, 2014. Second by Hutler. Motion carried.

Resolution for 2012 County Employee Health Insurance

Motion by Teitgen to approve the resolution for the 2012 county employee health insurance. Second by Hutler. Motion carried.

December County Board Meeting

Chair Westby indicated that the December County Board meeting is currently scheduled for December 21, 2011. As the meeting date is close to the holidays, he has received requests to consider moving the date one week earlier, to December 14th. Westby also stated that the Holiday luncheon will follow the December meeting.

Motion by Hutler to move the December County Board meeting to December 14, 2011 at 9:45 am. Second by Teitgen. Motion carried.

Chair's Comments

Chair Westby received a memo regarding the 2012 WCA dues. The memo indicates that the invoice will be billed based on 31 supervisors. He advised the County Clerk to contact WCA to reduce the invoice based on 28 supervisors.

Teitgen left at 11:40 am.

Set Next Meeting Date

The next regular meeting of the Executive Committee will be held on Monday, November 7, 2011, beginning at 9 am. The December Executive Committee meeting will remain on December 12th. An exception to the replacement request hiring approval process will be made to allow the Finance Committee to review replacement requests before the Executive Committee, should the Finance Committee meet before the Executive Committee.

Motion by Hutler to adjourn at 11:42 am. Second by Ross. Motion carried.

Respectfully Submitted,

Kenneth W. Hutler
Executive Committee Secretary

These minutes were recorded by Susan M. Moll, Columbia County Clerk.