



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Executive Committee Minutes October 7, 2013

Members Present: Richard C. Boockmeier, Mary Cupery, Vern E. Gove, Andy Ross
Absent with Notice: Robert R. Westby

Also In attendance during all or portions of the meeting: Susan Moll, Joe Ruf, Rich Hasse, John Bluemke, Tom Lorfeld, Lois Schepp, Lyn Jerde (Portage Daily Register)

The meeting of the Executive Committee was called to order by Chair Ross at 1:00 pm. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Boockmeier to approve the agenda as published. Second by Cupery. Motion carried.

Approval of Minutes

Motion by Cupery to approve the minutes of the September 9, 2013 regular Executive Committee meeting and the September 18, 2013 Joint meetings with the Finance and Human Resources Committees, and Finance Committee. Second by Boockmeier. Motion carried.

Operational Review – Veterans Service Officer

Motion by Gove to approve the September, 2013 expenditure report for the Veterans Service Office. Second by Boockmeier. Motion carried.

Hasse reported there was no additional out of county travel for the month.

Motion by Boockmeier to approve the Department Head Performance Planning Guide and Goals for Rich Hasse, Veterans Service Officer. Second by Cupery. Motion carried.

The goals will be reviewed in March/April of 2014.

Operational Review – County Clerk

Motion by Boockmeier to approve the September, 2013 expenditure reports for the County Board, Insurance, and County Clerk. Second by Gove. Motion carried.

2014 Data Compromise Coverage

Aegis Corporation has reviewed the Data Compromise Eligibility Questionnaire. Columbia County does qualify for the coverage. A request for a quote on the cost of the data compromise coverage is pending. The item was tabled until further information is received.

It was clarified that requests for proposals on insurance coverage would be handled through the Accounting Office.

Replacement Requests

John Bluemke, Planning & Zoning Director, requested to replace the administrative assistant position vacancy with a permanent land use specialist position. The current land use specialist position is on a temporary basis. If approved, the administrative assistant position would remain vacant and the temporary land use specialist position would become permanent. The estimated additional costs for the request, \$2,200 in 2013 and \$5,800 in 2014, will be covered through unexpended funds in the Planning & Zoning budget.

Motion by Gove to approve the request to make the land use specialist position a permanent position effective October 27, 2013. Second by Cupery. Motion carried.

Revision to Policies and Procedures for Sheriff's Non Sworn Staff: Remove Sick Leave Payout at Layoff

Joseph Ruf indicated the sick leave payout at layoff for Sheriff's non sworn staff will be handled through the wage compensation study conducted by Carlson Dettman.

Highway Intent to Borrow Resolution

Tom Lorfeld explained the Intent to Borrow Resolution of \$3.4 million includes funding to cover the costs for the office relocation (\$400,000 plus \$100,000 for drainage issues); new Cambria shop (\$1.1 million); fuel system at Wyocena (\$261,000); salt storage shed at Portage (\$235,000 with additional costs shared with the city and state); new shop at southwest corner of county to replace the Poynette and Lodi shops (\$1.3 million). These projects were identified through the Baker Tilly Highway Department Study completed in 2012. The Highway Committee has approved the bond amounts.

Lorfeld indicated the bond amount was based on estimates. He stated the drainage issues could be done internally by the Highway Department, which would be a cost savings. He also stated the southwest corner shop would be nice but not necessary.

Ruf explained the Intent to Borrow Resolution is an estimate of the bond amount and the actual amount borrowed cannot be more than the approved "Intent to Borrow" amount. The Intent to Borrow Resolution will require a three-fourths vote of the board for approval. The actual borrowing resolution with hard numbers can be approved by a simple majority. Ruf also stated the Intent to Borrow Resolution needs to identify what the funds will be used for.

Discussion followed on the priority of Highway projects and consideration of other building improvement projects which were removed from the 2014 proposed county budget.

Motion by Gove to approve the Intent to Borrow Resolution as presented with the elimination of \$1.3 million for the southwest corner shop and consider adding funds to cover the roofing projects which were removed from the 2014 budget proposal. Motion fails for lack of second.

Lois Schepp joined the discussion to offer suggestions on the best way to proceed with the bond issue. She stated the additional projects could be covered under one bond and providing an accurate bond amount is in the best interest to the county. Schepp will get firm numbers on the roof/building projects which were removed from the budget. Lorfeld will also provide final updated proposals for the Highway projects. A list identifying each project/amount separately will be provided to board members by the county board meeting on Wednesday, October 16.

Motion by Boockmeier to table the Intent to Borrow Resolution to the November meeting to determine the bond amount and projects. Second by Cupery. Motion carried.

Schepp mentioned the county's remaining bonds will be considered for refinancing in January, there would be a cost savings to the county if the bond amounts were combined.

Economic Development Organizations Funding Proposal

Ross was initially contacted by Nancy Elsing, Director of the Columbia County Economic Development Corp., asking if the Columbia County Board would consider a resolution proposing the State support county economic development organizations with funds. No additional information has been received on the proposal. No action taken.

Madison College Leadership Training Report

The second phase of the leadership training for department heads starts back up Thursday, October 10. Six sessions are scheduled through the end of the year. A representative from Madison College was not available to attend the meeting to give a training report.

The 2014 proposed budget includes \$20,000 to provide training for direct reports to department heads. Ruf reported the Madison College instructor will also be available to assist with the Carlson Dettmann compensation study if needed.

Chair's Comments

Ross reported the Ad Hoc Infrastructure Committee continues to move ahead. Department heads were asked to complete a facilities needs assessment questionnaire and will also be scheduled for interviews with the Potter Lawson consultants.

Ross gave a brief 2014 budget update, stating funding from the general fund will be used to balance the budget. He also reported half of the iPad funding was removed from the county board chair budget. Ross anticipates the chairs of each standing committee would receive first priority to be issued an iPad.

There were no new reports regarding DNR shooting range.

Set Next Meeting Date

The next regular meeting of the Executive Committee will be November 4, 2013 at 1 pm.

Motion by Boockmeier to adjourn at 2:50 pm. Second by Cupery. Motion carried.

Respectfully Submitted,

Mary Cupery
Executive Committee Secretary

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