



## Columbia County Executive Committee Minutes January 11, 2010

Members Present: Harlan Baumgartner, Richard Boockmeier, Tim O'Neil, Robert Westby, Debra Wopat

Also Present: Susan Moll, Donna Chrzas, Kris Anderson, Erik Pritzl, Lyn Jerde (Portage Daily Register)

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

### **Approval of Agenda**

Motion by Boockmeier to approve the agenda as printed. Second by Baumgartner. Motion carried.

### **Approval of Minutes**

Motion by Westby to approve the minutes of the December 7, 2009 Executive Committee regular meeting. Second by O'Neil. Motion carried.

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

Motion by Baumgartner to approve payment of the December 2009 expenditures for the Veterans Service office. Second by O'Neil. Motion carried.

Donna Chrzas reported out of county for January 14-15 to Union Grove; February 18-19 to Madison and February 26 to Green County.

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

Motion by Boockmeier to approve payment of the December 2009 expenditures for the County Clerk's office. Second by O'Neil. Motion carried.

Sue Moll gave an update on the new mailing service that started January 4<sup>th</sup>, and announced that the debit/credit card machine should be installed soon. Departments will be asked to begin their annual reports. There will be a county-wide primary election on Tuesday, February 16, 2010. A Furlough day is scheduled on Monday, February 15<sup>th</sup>, the day before the election. Moll is requesting to allow the County Clerk staff to work on the Furlough day and suggested that staff could take one day without pay during the prior week, which would be in the same pay period. Committee members agreed to this request and asked that Moll notify the Human Resources office of the days that staff will designate as unpaid. The County Clerk's office will remain closed to the public on February 15<sup>th</sup>.

Moll reported out of county travel on March 1-3 to Madison for a WCCO conference. County Clerk staff will earn compensatory time with the upcoming elections.

### **Position Replacement Request**

Kris Anderson is requesting to replace a full-time GIS Specialist position in the Land Information office. The main responsibilities for this position include updating the Wireless 911 system and GPS services. The Land Records and Human Resource Committees have approved the request. Motion by O'Neil to approve Kris Anderson's request to replace the full-time GIS Specialist position in the Land Information Office. Second by Westby. Motion carried not unanimous.

### **WDOR Proposal for County Assessment in Wisconsin**

Kris Anderson gave an overview of a proposal from the Wisconsin Department of Revenue to do a countywide assessment and the implications this would have on the county and local municipalities. Information about the proposal was distributed to members prior to the meeting. Anderson estimated that the costs associated with a yearly countywide assessment could cost the county approximately 1.3 million dollars, according to the State figures of \$25-\$26 per parcel and there are approximately 48,000 tax parcels in the county. Wopat suggested that the Executive Committee work with the Land Information Committee to draft a joint resolution opposing county assessment. This item will be placed on the March Executive Committee agenda for further review.

### **Marsh Country Health Alliance**

Erik Pritzl, Health and Human Services Director, gave an overview of the Marsh Country Health Alliance. Dodge County has asked that Columbia County consider participating in the commission. As a member, Columbia County would be able to place patients with Clearview Long Term Care and Rehabilitation in Dodge County. Initial enrollment will cost \$5,000, plus an additional \$68,000 utilization fee based on previous placements. The notice was received after the budget process, so funds were not budgeted for 2010. A funding source would need to be identified should the county consider participating. Besides payment, a resolution and inter-county agreement will need to be approved. This item will be discussed at Health & Human Services Committee and will be added to the Finance Committee agenda for discussion. A formal decision will be made in March.

The Committee recessed for a 5 minute break at 10:41 am and returned at 10:46 am.

### **Clarify Hiring Process for Sheriff's Department**

Wopat indicated that the November minutes did not clearly indicate the intention of this committee regarding a recent position replacement request from the Sheriff's office. Motion by Westby to clarify that the November minutes of this committee should include the approval to hire a replacement deputy sheriff position should a vacancy occur due to a promotion within the department to fill the vacant detective sergeant position. Second by Boockmeier. Motion carried.

### **Position Replacement Process**

The process in which Departments request replacement positions was reviewed. Currently requests must be approved by the governing committee, Human Resource Committee and Executive Committee. In some situations, approval does not follow in committee order depending on the committee meeting schedule. It is unclear what the process is should one of the committees vote down a request, or if a position is not approved, what impact this may have on other departments. The Finance Committee has already approved the position through the budget process, however, the economic situation must be considered with each replacement request. Future replacement requests must be approved by the governing committee first, then forwarded to the Human Resources Committee for approval, with final approval from the Executive Committee. If the Executive Committee has concerns with the request, it will be referred back to the other committees. Depending on the timing of a position vacancy and committee schedules, approval for replacement requests may be delayed. Wopat will talk with Joe Ruf about this process.

### **Number of County Board Seats for 2012 Election**

Wopat stated that with the upcoming census, the number of board seats should be considered prior to redrawing district maps with 2010 census data. Reducing the board size could impact the number of committee assignments for supervisors. Another option would be to combine some of the standing committees. Chair Wopat asked the County Clerk to provide the committee with a list of county board sizes from other counties. This item will be discussed in March. A resolution would be needed to reduce the board size.

### **Chair's Comments**

The 2010 WCA Legislative Exchange will be February 9-10 in Madison. Registration deadline is January 25 to inform the County Clerk's office if you plan to attend. Baumgartner and Wopat will be attending. Wopat will ask John Tramburg and Jack Sanderson if they are interested in attending. There may be supervisors attending the Wednesday session with the FLAG students. Wopat will clarify with the County Clerk's office the mileage and per diem allowances.

A 2009 Second Half progress report on the Columbia County Emergency Management was received stating that Pat and Kathy continue to be an office that set the standards for their contemporaries. A copy of the letter was given to Boockmeier to share with the Judiciary Committee. A letter from the Governor's office announced that Columbia County was awarded a Juvenile Justice grant in the amount of \$39,638. A copy of the letter was given to Erik Pritzl. Resolutions received from other counties were reviewed and forwarded to the appropriate committees for consideration. The Clerk of Courts and Judges will be conducting a mock trial with high school students on January 18, which is a scheduled furlough day. As the Courthouse will be closed to the public, Sue Raimer will work with Cory Wiegel to work out building issues that day.

### **Set Next Meeting Date**

The next regular meeting of the Executive Committee has been set for Monday, March 8, 2010 at 9 am.

Motion by Boockmeier to adjourn at 11:43 am. Second by O'Neil. Motion carried.

Respectfully Submitted,

Richard C. Boockmeier  
Executive Committee Secretary

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