

Columbia County Executive Committee Minutes

September 10, 2007

Members Present: Harlan Baumgartner, Barry Pufahl, Susan Martin, Andy Ross

Absent: Deb Wopat

Also Present: Donna Chrzas, Dennis Richards, Sue Moll, Joe Ruf

Meeting called to order by Chair Baumgartner at 9:02 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Pufahl to approve the agenda as printed. Second by Ross. Motion carried.

Approval of Minutes

Motion by Pufahl to approve the minutes of the August 13, 2007 Executive Committee regular meeting. Second by Martin. Motion carried.

Operational Review – Veterans Service Officer

The Veterans Service office may need to close the office on occasion because of a shortage in staff. The staff shortage is due to the support staff person utilizing family medical leave for a family illness, which is anticipated to continue for an extended length of time. Motion by Martin to authorize Chrzas to hire an LTE, if funding is available, to assist with office duties when the support staff is unavailable. Second by Ross. Motion carried.

Motion by Martin to approve payment of the August, 2007 vouchers for the Veterans Service office. Second by Ross. Motion carried.

Motion by Martin to approve Donna Chrzas travel request for October. Second by Pufahl. Motion carried.

Replacement Position Request

Motion by Martin to approve Sheriff Richard's request to replace three jailer positions in the Sheriff's Department. Second by Ross. Motion carried.

Operational Review – County Clerk

Motion by Martin to approve the payment of the August, 2007 vouchers for the County Clerk's office. Second by Pufahl. Motion carried.

Motion by Martin to approve Sue Moll's travel request to the WCCA Fall Conference in Wisconsin Dells on October 8-9, 2007. Second by Ross. Motion carried.

Moll reported on current office activities and upcoming trainings: September 17, Agenda and Minutes Training for support staff, department heads and county board chairs and secretaries; October 16, Election Equipment User Meeting for municipal clerks and election inspectors. The committee also reviewed Moll's proposal to the Finance Committee regarding election support fees.

Department Head Evaluations

Pufahl explained that the Human Resources Committee is currently reviewing the procedure for department head evaluations.

Review/Approve TIF District Appointments

County representation to TIF (Tax Increment Financing) Districts needs to be updated. The County Clerk will clarify all active TIF districts in Columbia County and bring the recommended updates to the committee for appointment approval.

Chair's Comments

Chair Baumgartner read a thank you note from the City of Portage thanking the Columbia County Dive Team for their prompt response to a recent drowning incident.

Baumgartner also shared several resolutions that have been approved by other counties.

In response to the recent Solid Waste incident, Ross suggested if it would be feasible for the county to consider a countywide risk management and safety position or policy.

Set Next Meeting Date

Due to a conflict with the WCA Conference, the committee members agreed that the next regularly scheduled Executive Committee meeting will be held on Monday, November 5, 2007. If there are issues that need immediate attention, the committee could meet prior to the County Board of Supervisors meeting to address the issues.

Motion by Martin to adjourn at 10:32 am. Second by Ross. Motion carried.

Respectfully Submitted,

Susan M. Moll
Columbia County Clerk

Barry Pufahl
Secretary