



Columbia County Executive Committee Minutes December 10, 2007

Members Present: Harlan Baumgartner, Susan Martin, Barry Pufahl, Deb Wopat

Member Absent: Andy Ross

Also Present: Sue Moll, Donna Chrzas, Cory Wiegel, Erik Pritzl, Joe Ruf, Angela Hinze (interim Medical Examiner), Amanda Achterberg (Administrative Assistant in the Medical Examiner's office)

Meeting called to order by Chair Baumgartner at 9:04 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

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

Approval of Minutes

Motion by Pufahl to approve the minutes of the November 5, 2007 Executive Committee regular meeting and the November 13, 2007 Committee meeting prior to County Board. Second by Martin. Motion carried.

Angela Hinze introduced herself as the current Chief Deputy Medical Examiner. Angela will be working full-time as the interim Medical Examiner, due to the resignation of Marc Playman.

Operational Review – Veterans Service Officer

Motion by Martin to approve payment of the November, 2007 expenditures for the Veterans Service office. Second by Wopat. Motion carried.

Motion by Martin to approve Donna Chrzas out of county travel request on January 15, 2008 to Fond du Lac. Second by Wopat. Motion carried.

Replacement Position Requests

Pritzl reviewed the Division Administrator job description that was approved by the Human Resource Committee.

Motion by Martin to approve Erik Pritzl's request to replace the Division Administrator, two social worker positions and one clerk typist position in the Health and Human Services Department. Second by Pufahl. Motion carried.

Motion by Pufahl to approve Cory Wiegel's request to replace the janitor position in the Building and Grounds Department. Second by Wopat. Motion carried.

The replacement position request for the Medical Examiner position was discussed. Joe Ruf informed the committee that the procedure to fill the vacancy will follow the department head hiring process outlined in the Personnel Policies and Procedures Manual.

Operational Review – County Clerk

The assessor for the Town of Lodi has submitted a dog listing for payment from the dog license fund. The listing was received approximately 2 months past the filing deadline as outlined in the state statutes. The County Clerk's Office would like direction from this committee on how to proceed with this late claim.

Motion by Wopat to approve the payment of the dog listing claim that was received late, and also recommend that the Clerk's Office send a letter to all municipal clerks, treasurers and assessors stating the statutory requirements and deadlines for payment of dog listings and that no additional notices will be sent or late listings will be accepted for payment in the future. Second by Martin. Motion carried.

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

There is no out of county travel scheduled in January for the County Clerk.

Appointments

Motion by Pufahl to recommend the appointment of Beverly Hoffmann, Andy Ross and Heidi Schmidt to the Columbia County Library Systems Board for a 3 year term, ending December 2010. Second by Wopat. Motion carried.

Discuss Wisconsin Way Update

The consensus of the committee was that the Wisconsin Way Listening Session held in Poynette last week was very positive.

Building Space Needs Update

Martin updated the committee on the recent meeting of the Building Space Needs Ad Hoc Special Planning Committee session. Due to a lack of a quorum, no business was conducted. City of Portage Mayor Yahn and Planning Administrator Larry Plaster were in attendance and indicated their support of the committee's plan and would like to be kept informed as the committee proceeds forward with additional planning. The next step of the Ad Hoc Committee will be to determine if a feasibility study should be done and what it would encompass; the costs and where the funds would come from. The City of Portage provided a list of firms that could be contacted to conduct a feasibility study.

The next meeting of the Building Space Needs Ad Hoc Special Planning Committee will be held on Friday, January 4th, 2008, at 10:30 am (following the Property & Insurance Committee meeting).

Chair's Comments

The Chair announced a WCA session to be held in January at Stevens Point; and a NACO session to be held in Washington DC. The WCA conference planning committee would like new ideas for sessions at next year's WCA conference, which will be held on October 12-14, 2008 in Wisconsin Dells. The Chair also shared several resolutions that were received from other counties.

A letter to the editor of the Portage Daily Register was drafted by the Executive Committee addressing snow plowing concerns.

Set Next Meeting Date

The next regular meeting of the Executive Committee will be held on Monday, January 7, 2008 at 9 am.

Motion by Pufahl to adjourn at 11:14 am. Second by Wopat. Motion carried.

Respectfully Submitted,

Barry Pufahl
Executive Committee Secretary

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