

COMMITTEE MINUTES

March 29, 2023

Executive Committee

1. Call to Order

Meeting was called to order by Wineke at 8:30 a.m.

2. Roll Call

Members present: Joan Fitzgerald, Steve Nass, Blane Poulson, Brandon White, Michael Wineke.

Others Present: Ben Wehmeier, County Administrator; Supervisor Anita Martin, Audrey McGraw, County Clerk; Patricia Cicero, Land and Water Director; Ward present at 9:38 a.m. White absent at 9:53 a.m.

Others Present via ZOOM: Sarana Stolar, Corporation Counsel; J. Blair Ward, Corporation Counsel, Terri Palm-Kostroski, HR Director; Dana Scherer, Clerk of Courts; Marc DeVries, Finance Director.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the Open Meetings Law.

4. Review of Agenda

No changes.

5. Public Comment

Anita Martin spoke on content of minutes related to admin review. None

6. Approval of the December 28, 2022 Executive Committee Meeting Minutes

Draft Minutes were provided for review.

Motion by Nass/Poulson to approve the December 28, 2022 Executive Committee Meeting Minutes with corrections. Motion passed 5-0.

7. Approval of the February 23, 2023 Executive Committee Meeting Minutes

Draft Minutes were provided for review.

Motion by Fitzgerald/White to approve the February 23, 2023 Executive Committee Meeting Minutes. Motion passed 5-0.

8. Approval of March 14, 2023 County Board minutes

Draft minutes were provided for review.

Motion by Poulson/White to approve the March 14, 2023, County Board minutes. Motion passed 5-0.

9. Discussion and possible action on Resolution for an Intergovernmental Agreement with the City of Watertown to Provide Water Quality Trading Technical Services

A draft resolution was provided for review. Wehmeier and Cicero discussed the agreement.

Motion by Poulson/Fitzgerald to approve the Resolution for an Intergovernmental Agreement with the City of Watertown to Provide Water Quality Trading Technical Services and forward to the County Board for their consideration. Motion passed 5-0.

10. Discussion and possible action on County Board Rules 3.02 ORGANIZATION, electing a County Board Chair, First Vice Chair and Second Vice Chair by secret ballot at the Organizational Meeting

A draft of revised County Board Rule 3.02 Organization was provided for review. The committee discussed the board rule change.

Motion by Fitzgerald/Poulson to forward this rule change to the County Board for their consideration. Motion passed 4-0. (Wineke No)

11. Discussion and review of County Board Rules

Wehmeier proposed adding a rule for entering per diems, payment method and statement format. Wehmeier will work with staff and come up with suggestions for the next meeting. No action taken.

12. Discussion and possible action on the reclassification of the Project and Relations Analyst position in Administration

A draft job description was provided for review. Wehmeier and Palm talked about the role of the Project and Relations analyst position and the proposed title and forward to the County Board for their consideration.

Motion by Nass/Poulson to approve the position title of Assistant to the County Administrator. Motion passed 5-0.

13. Discussion and possible action on Strategic Planning Process and selection of Facilitator

Wehmeier gave a presentation on the selection process for Strategic Plan facilitator. Wehmeier, Ward and DeVries interviewed Adaptovate, Evident, SBrand, and Hue Life and shared their opinions on each. Evident, SBrand and Hue Life are recommended for consideration. Wehmeier talked about each firm's plans for facilitating that was presented in the interviews and the proposed cost for each.

Motion by Poulson/White to accept the proposal from SBrand to facilitate the Strategic Planning Process and forward to the County Board for their consideration. Motion passed 5-0.

14. Discussion on State Budget Process

Wehmeier said there is not much to update on. More information should be available in April. No action taken.

15. Financial Reports

- Clerk of Courts
- Corporation Counsel
- County Administrator
- County Board
- County Clerk

Financial Reports were provided for review. No action taken.

16. County Administrator's monthly report

Wehmeier gave a verbal report highlighting the following: There is a Housing Summit scheduled for May 18th from 7:30 am -10:00 am at the Lake Mills Community Center, WMMIC meetings, Negotiation prep, Legislative Exchange, Youth Crisis Stabilization Facility, Opioid settlements, year-end finance closed, Director of Facilities Management interviews, prepping for new dispatch center, potential shared position with the City of Watertown for IT/dispatch, broadband work, building project, finalized letter of purchase for old highway site. No action taken.

17. Discussion and possible action on tentative future meeting schedule and agenda items

Regular Meeting – April 26, 2023 at 8:30 a.m.

Agenda Items:

- Approval of March 29, 2023 Executive Committee minutes
- Approval of April 18, 2023 County Board minutes
- Strategic Plan Update
- Financial Reports
- County Administrator's Monthly Report

18. Adjourn

Motion by Nass/Fitzgerald to adjourn at 10:05 a.m. Motion passed 5-0.