

## COMMITTEE MINUTES

April 24, 2024

Executive Committee

1. **Call to Order**

Meeting was called to order by Wehmeier at 8:31 a.m.

2. **Roll Call**

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

Others Present: Ben Wehmeier, County Administrator; Michael Luckey, Assistant to the County Administrator; Supervisor Walt Christiansen; Danielle Thompson, Corporation Counsel; Audrey McGraw, County Clerk; Matt Zangl, Director – Planning and Development

Others Present via ZOOM: Chief Don Hunter

3. **Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the Open Meetings Law.

4. **Review of Agenda**

No changes.

5. **Election of Officers – Chair and Vice Chair**

Motion by Poulson/Nass to elect Wineke as Chair. Motion passed 4-0.

Wineke took the Chair.

Motion by White/Nass to elect Poulson as Vice Chair. Motion passed 4-0.

6. **Public Comment**

No public comment

7. **Approval of April 16, 2024 County Board meeting minutes**

Draft minutes were provided for review.

Motion by Poulson/White to approve the April 16, 2024 County Board meeting minutes as printed. Motion passed 4-0.

8. **Approval of February 28, 2024 and March 27, 2024 Executive Committee minutes**

Draft minutes were provided for review.

Motion by Nass/Poulson approve the February 28, 2024 and March 27, 2024 Executive Committee minutes as printed. Motion passed 4-0.

9. **Discussion and Possible Action on an Amendment to the Jefferson County Board Supervisory Plan to incorporate Ward 4 in the Town of Aztalan due to the newly created State Assembly and Senate Districts**

Thompson explained that the new state legislative maps split a ward and that Ward 4 in the Town of Aztalan needed to be created. Jefferson County must incorporate this ward into its supervisory district map. The boundaries of the supervisory districts are not changing. Zangl said the Town of Aztalan approved the change.

Motion by Poulson/White to amend the Jefferson County Supervisory Plan. Motion passed 4-0.

**10. Discussion on District 12 County Board Appointment**

Nass shared that three individuals have contacted him about being appointed to the position. He sought informal feedback from the Committee on the three names.

**11. Update on Emergency Medical Services (EMS)/Public Safety**

Wehmeier updated the committee on a meeting that took place with municipal leadership, county administration, and UniverCity alliance. Wehmeier laid out ideas for what a potential study of EMS landscape would look like, including boundaries, rates, governance structure, etc. Group seemed generally favorable but will need various boards, departments, and other stakeholders to weigh in. Greater Watertown Health Foundation may assist with cost of study.

**12. Financial Reports**

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

Financial Reports were provided for review. No action taken.

**13. County Administrator's monthly report**

Wehmeier said that a check-up report on status of court system has been completed by consultant. August 8<sup>th</sup> retirement of Sheriff Milbrath, August 10<sup>th</sup> retirement of Judge Hue, both letters have been submitted to the Governor. State of Wisconsin incentive package for Kikkoman has been finalized and there have been a number of articles published, though there are still some cleanup items needed for easements and utilities that will be brought to the Finance Committee. Archaeologist onsite working closely with contractor for project meetings. There are weekly project meetings related to Kikkoman construction. Groundbreaking is planned for June 12<sup>th</sup>. Becky Roberts began as Fair Park Director. In her first week she helped plan a 4<sup>th</sup> grade farm tour that needed to be relocated and received good comments back on that already. Wehmeier met with Bug Tussel regarding future grant. Tina Crave is moving to a new role at Greater Watertown Health Foundation and Wehmeier participated in a stakeholder call.

**14. Assistant to the County Administrator's monthly report**

Luckey shared update on Broadband and BEAD Challenge Process, his time working out of the Fair Park office, and the onboarding of the new Fair Park Director.

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

Regular Meeting – May 29, 2024 at 8:30 a.m.

Agenda Items:

- Approval of April 24, 2024 Executive Committee minutes
- Approval of March 12, 2024 County Board minutes
- Strategic Plan – Implementation Plan Quarterly Update

- Financial Reports
- County Administrator's Monthly Report
- Assistant to the County Administrator's Monthly Report

**16. Adjourn**

Motion by Poulson/White to adjourn at 9:04 a.m. Motion passed 4-0.