

COMMITTEE MINUTES
September 25, 2024
Executive Committee

1. Call to Order

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

2. Roll Call

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

Others Present: Ben Wehmeier, County Administrator; Danielle Thompson, Corporation Counsel; Audrey McGraw, County Clerk, Tammie Jaeger, Administration; Anita Martin, Lake Mills; Matt Zangl, Planning & Development Director; Brian Udovich, Highway

Others Present via ZOOM: Jessica Tucker, HR; Sarana Stolar, Corporation Counsel; Terri Palm Kostroski, HR

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the Open Meetings Law.

4. Review of Agenda

5. Public Comment

Anita Martin clarified the public comment section in the county board minutes and questioned ARPA funding related to water testing results dashboard.

6. Approval of September 10, 2024 County Board meeting minutes

Draft minutes were provided for review.

Motion by Poulson/White to approve the September 10, 2024 County Board meeting minutes as printed. Motion passed 5-0.

7. Approval of August 28, 2024 Executive Committee minutes

Draft minutes were provided for review.

Motion by White/Poulson to approve the August 28, 2024 Executive Committee minutes as printed. Motion passed 5-0.

8. Update on Emergency Medical Services (EMS) and possible action on next steps

Wehmeier shared a Resolution - Authorizing the Development of an Emergency Medical Service (EMS) Workgroup and talked about steps for creating the workgroup. The committee discussed who should be included, how members should be selected, and how many should be on the workgroup.

Motion by Nass/Poulson to recommend 2 members of MABAS, 1 Medical Director as recommended by MABAS, 3 Town representatives, as recommended by the Town Association, 4 city/village representatives, 2 county board supervisors (chair and vice chair of Law Enforcement and Emergency Management Committee) totaling 12 members. Motion passed 5-0

9. Discussion and possible action on Resolution – Amending supervisory district boundaries to reflect annexations

A draft resolution was provided for review. Zangl discussed the annexations.

Motion by Christensen/Poulson to approve the Resolution – Amending supervisory district boundaries to reflect annexations and forward to the County Board for their consideration.

Motion passed 5-0.

10. Discussion and possible action on RFP Evaluation for Search Firm

Wehmeier and Luckey talked about the timeline and how the search firms will be reviewed. RFPs are due on October 11th. Kostroski suggested a meeting to select firms on October 11th.

Motion by Poulson/Christensen to have the County Board Chair and county staff review the search firms. Motion passed 5-0.

11. Discussion and possible action on creation of Administrator Search Committee

The committee discussed who should be members of the Administrator Search Committee. It was suggested that it be a mix of county board members, department heads, and some members of the public. Nass suggested the following: Bill Kern, Kathi Cauley, Staci Hoffman, Jim Schroeder, Paul Milbrath, 3 county board officers, Finance Committee Chair, HR Committee Chair, Danielle Thompson, Deb Reinbold, and Terri Palm.

Motion by Nass/Poulson to develop an Administrator Search Committee to include the Bill Kern, Kathi Cauley, Staci Hoffman, Jim Schroeder, Paul Milbrath, 3 officers, Finance Committee Chair, HR Committee Chair, Danielle Thompson, Deb Reinbold, and Terri Palm. Motion passed 5-0.

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 highlighted the following: working on process for audits on telecommuters, solar farm work, M7 Economic Development partnership work, tourism meetings, budget work, Emergency Management Director on board, Local Government Officials meeting, meetings with Michael Best, CJCC Treatment Court and judicial items, Habitat for Humanity event, WCA Conference, County Executive/Administrator meeting, administrator transition planning. No action taken.

14. Assistant to the County Administrator's monthly report

Luckey highlighted the following: Local Government Officials meeting, meeting with Michael Best hosted by THRIVE, Emergency Management Director started, Risk Management Safety interviews, working with PR consultant, marketing with Uniquely Wisconsin, Tourism and Chamber of Commerce meetings related to the Guide Book, web refresh update for county page, budget hearings, WCA Conference, weekly communications team meeting, Employee Appreciation Picnic is October 3rd at Fair Park. No action taken.

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

Regular Meeting – October 30, 2024 at 8:30 a.m. Special meeting.

Agenda Items:

- Approval of September 24, 2024 Executive Committee minutes
- Approval of October 8, 2024 County Board minutes
- Financial Reports
- Update on Emergency Medical Services (EMS)
- WCA Resolution update - Poulson
- County Administrator's Monthly Report
- Assistant to the County Administrator's Monthly Report

16. Adjourn

Motion by Poulson /White to adjourn at 10:30 a.m. Motion passed 5-0.