

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, November 3, 2020
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Kimberly McGrath, Kelli Quinnell, Al Thurber, Ed Newton, Jason Grueneberg, Adam Fandre, Trent Miner, Reuben Van Tassel, Lisa Keller, Heather Gehrt, Nick Flugaur, Marissa Laher, Jordon Bruce, Mary Solheim, Amy Kaup, Jo Timmerman, Mary Schlagenhaft, Shane Wucherpfennig, Sarah Christensen, Ray Bossert

The meeting was called to order by Chair Wagner at 9:00 a.m.

There were no public comments.

There was no discussion on any items in the Consent Agenda.

Motion (Fischer/Feirer) to approve the Consent Agenda. Motion carried unanimously.

Planning & Zoning Director Grueneberg presented a resolution for the Broadband Grant Application. Grueneberg explained that the resolution passed through the PIT Committee on November 2, 2020, was being brought to this Committee today, and would also be brought to the CEED Committee on November 4, 2020. Grueneberg explained that the grant is through the Public Service Commission and the deadline to submit is December 1, 2020. Discussion ensued.

Motion (Pliml/Rozar) to approve the resolution for the Broadband Grant Application. Motion carried unanimously.

Treasurer Gehrt presented a resolution to deed property back to former owner.

Motion (Rozar/Feirer) to approve the resolution to deed property back to former owner. Motion carried unanimously.

Gehrt presented the Committee with September sales tax information. Gehrt stated that the County was 5% behind where sales tax were in September 2019, however, overall the County is currently about 84% ahead of where it was for the whole year in 2019.

Wellness Coordinator Fandre gave a presentation on the Wellness Program Aggregate Report, including his recommendations for the 2021 Wellness Program. Pliml questioned the large drop in spousal participation and Fandre explained that it is likely due to the elimination of the spousal incentive. Rozar asked Fandre if there was a way to track the impacts of the drop of spousal participation. Fandre stated that he would look into that. Discussion ensued.

Human Resources Director McGrath presented information about the 2020 Performance Evaluation process. McGrath stated that all performance evaluations are due to Human Resources by December 18, 2020. She further stated that emails would be going out by the end of the week to departments with a list of their evaluations that are due. McGrath asked for permission to place a closed session to complete performance evaluations for Department Heads that report to the Committee on the December agenda. Chair Wagner granted her permission to do so.

Finance Director Thurber stated that the proposed budget was posted out on the website and he encouraged everyone to read the budget summary.

Thurber presented a resolution to amend the 2020 Public Health budget for COVID-19 funding.

Motion (Feirer/Rozar) to approve the resolution amending the 2020 Public Health budget for COVID-19 funding. Motion carried unanimously.

County Conservationist Wucherpfennig presented a request to the Committee to move internal funds to purchase a replacement for a GPS unit. Wucherpfennig explained that the current unit they have is 10 years old and they recently found out that it is end of life and will no longer be supported after December 31, 2020. He further explained that the cost of the unit is \$13,000, but the company will offer a contract to reduce the cost to \$10,000 if it is purchased by December 31, 2020. Wucherpfennig stated that the funds are all available internally within the Land Conservation budget and no money is needed from contingency.

Motion (Rozar/Pliml) to approve the reallocation of funds in the Land Conservation budget for the purchase of a replacement GPS unit. Motion carried unanimously.

Chair Wagner thanked Finance Director Thurber and Deputy Finance Director Newton for the Budget in Brief document that they prepared this year. Wagner stated that he would be asking the County Clerk Miner to distributed the Budget in Brief document to the Committee.

A brief discussion occurred regarding the Operations Committee meeting that is a public hearing on the budget at 8:30 a.m. on November 10, 2020.

The Committee discussed the schedule of meetings for 2021 and it was decided that the Committee will continue to meet the first Tuesday of every month at 9:00 a.m. for the time-being.

The next regular meeting of the Operations Committee is scheduled for December 1, 2020 at 9:00 a.m.

Chair Wagner adjourned the meeting at 9:56 a.m.

Minutes recorded and prepared by Kelli Quinnell. Minutes in draft form until approved at the next meeting.