

**\*AMENDED\***  
**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**DATE:** Monday, December 5, 2016

**TIME:** 8:00 a.m.

**PLACE:** Room 115, Wood County Courthouse

**PRESENT:** Trent Miner, Lance Pliml

**VIA VIDEO CONFERENCE:** Al Breu, Michael Feirer, Ed Wagner, Donna Rozar

**VIA CONFERENCE CALL:** Hilde Henkel

**OTHERS PRESENT** (for part or all of meeting): Reuben Van Tassel, Michael Martin, Marla Cummings, Brenda Nelson, Amy Kaup, Warren Kraft, Jason Grueneberg, Heather Gehrt, Sue Kunferman, Brandon Vruwink, Doug Passineau, Adam Fandre, Peter Manley, Bill Clendenning, Dennis Polach, Adam Fischer (present via video conference)

The meeting was called to order by Chairman Miner.

**Public Comment** – Bill Clendenning stated he objected to the consent agenda and questioned item 10b of the Finance portion of the agenda regarding the sales tax ordinance.

Reuben Van Tassel gave updates on the River Block and Courthouse remodeling projects. River Block bids are due on December 6<sup>th</sup> and Miron will be at the Courthouse at 3:00 to open them. Bids will be presented by Miron at the December 12<sup>th</sup> Subcommittee meeting. Progress is being made regarding the liquidation of unneeded furnishings in the building. A number of municipalities and non-profit organizations have gone through the building and taken items that they can use. The Veterans office has moved into their new space on the first floor of the Courthouse. The next remodeling phase will be the data center.

**Consent Agenda**

**Motion (Feirer/Breu) to approve the consent agenda as presented. Motion carried unanimously.**

Highway Commissioner Passineau presented information to the Committee regarding approximately 15 acres of land south of the Wisconsin Rapids Highway Department shop that the department wishes to purchase. The department is in need to additional room for storage due to the closing of the Auburndale and Pittsville shops. The owner of the property is willing to sell to the County. Passineau will need to present a resolution to the Highway, Infrastructure, and Recreation Committee prior to the December 20<sup>th</sup> County Board meeting which will allow him to negotiate the purchase price on behalf of Wood County.

Maintenance Manager Van Tassel reviewed his Maintenance Letter of Comments. The foundation for the new transformer is complete and the connection for a portable backup generator, if needed, is also in place.

Discussion was held regarding the disposition of the Airport Avenue CBRF. Brandon Vruwink stated that Human Services has begun transitioning services out of the CBRF and that no new clients are being accepted. He anticipates his Department not needing access to the building after mid-January. There is a

grant that has been applied for that he is still waiting to hear about. Communication between Human Services and Drug Court needs to be ongoing during this process.

The Committee reviewed the Safety and Risk Management Letter of Comments.

IT Director Kaup reviewed her Letter of Comments. There is currently a posting to fill the Network Administrator position. The new tax software has gone live. IT is working with Gappa Securities regarding the camera system for Norwood.

Sue Kunferman introduced the new Wellness Coordinator, Adam Fandre, to the Committee. She stated the new portal is up and running with good response. Biometric screenings and Health Risk Assessments are underway.

Treasurer Gehrt handed out her Letter of Comments and reviewed same with the Committee. The new web portal is up and running and the Department is working on getting tax bills printed.

Gehrt presented a resolution to sell several tax deeded properties in the County.

**Motion (Rozar/Feirer) to approve the resolution to sell the tax deeded properties. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Finance Director Martin presented the following budget resolutions to amend the 2016 budget: Wellness, Public Health, CDBG, Highway, Emergency Management Building Numbering, Human Resources Labor Relations, UW Extension Projects, Debt Proceeds to River Block and Professional Fees, and Edgewater Administration transfer from Edgewater Maintenance. Martin stated the Parks Capital Projects resolution will be addressed at the January meeting.

**Motion (Breu/Pliml) to approve the resolutions to amend the 2016 budget for Wellness, Public Health, CDBG, Highway, Emergency Management Building Numbering, Human Resources Labor Relations, UW Extension Projects, Debt Proceeds to River Block and Professional Fees, and Edgewater Administration transfer from Edgewater Maintenance. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.**

Discussion was held regarding Martin's suggested revision to the Sales Tax Ordinance to remove the last line of Chapter 909.01. It was the general consensus of the Committee to go ahead with that modification.

Martin presented the 2016 resolution for Committed and Assigned funds to the Committee.

**Motion (Pliml/Wagner) to approve the 2016 resolution for Committed and Assigned funds and forward it to the County Board for consideration. Motion carried unanimously.**

Finance Department correspondence was discussed as outlined on the agenda.

Break at 8:57 a.m. Meeting reconvened at 9:08 a.m.

## **Human Resources (HR)**

Heather Gehrt provided an update from the Treasurer's agenda item relating to the Tax Deed resolution. There is an issue concerning bids received on one of the parcels in the Tax Deed resolution. A special meeting will be held before County Board to discuss this issue with a new resolution presented that will exclude that specific parcel of property.

**Motion (Feirer/Wagner), to go into closed session at 9:10 a.m. pursuant to §19.85(1)(f), Wis. Stats., to discuss an employee's complaint.**

**Henkel: yes; Pliml: yes; Breu: yes; Feirer: yes; Wagner: yes; Rozar: yes; Miner: yes. Motion carried.**

**Motion (Rozar/Pliml) to return to open session at 9:26 a.m. Motion carried unanimously.**

Agenda items for next meeting on January 3, 2017 include reworked design for the Human Services building in Marshfield.

**Motion (Henkel/Breu) to adjourn the Executive Committee meeting at 9:28 a.m. Motion carried unanimously.**

Respectfully submitted and signed electronically,

*Donna M. Rozar*

Secretary

Human Resources agenda items minutes taken and prepared by Warren Kraft. Other minutes taken and prepared by Brenda Nelson. All minutes reviewed by the Executive Committee secretary.