

**EXECUTIVE COMMITTEE
MEETING MINUTES**

DATE: Tuesday, March 10, 2020
TIME: 8:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Doug Machon, Bill Clendenning, Ken Curry, Dennis Polach, Donna Rozar, Adam Fischer, Bill Winch

OTHERS PRESENT (for part or all of the meeting): See attached list.

1. The meeting was called to order by Chair Machon.
2. Public Comments: Supervisor Polach thanked Peter Kastenholz for the baked goods her provided at the meeting due to his birthday.
3. Pages 3, 18, 19, 22, 23, 25, 35, 36, 37, and 38 were pulled from the consent agenda for discussion.

Motion (Rozar/Fischer) to approve the Consent Agenda, excluding the items requested pulled for discussion. Motion carried unanimously.

4. Supervisors Clendenning, Winch and Polach asked for clarification on items within the packet. Discussion ensued. Department Heads answered general questions pertaining to their departments.

Motion (Rozar/Curry) to approve the pulled items from the Consent Agenda. Motion carried unanimously.

5. Peter Kastenholz gave a status update on the developer's agreement with Savion. He is waiting to hear back from Savion and indicated he should hear back from them possibly by the end of the week. He will continue to report back to Committee.
6. Chair Mahon indicated the resolution for the constitutional officer wages was defeated at County Board and he believes they should be part of the wage plan. Kastenholz indicated the 2012 resolution does set the pay rate as part of the wage plan. Lengthy discussion ensued.

Motion (Fischer/Winch) to set the wage for the constitutional officers at \$39.00 per hour for 2,015 hours with an annual wage of \$78,585.00 with COLA increases if approved annually. Motion carried. Voting no: Machon, Rozar.

7. Supervisor Rozar and Nancy Turyk from Extension, shared the recent draft version of the County Strategic Plan and indicated they will present this for approval at the next County board meeting. No suggestions for change were received.

Motion (Curry/Rozar) to send the Wood County Strategic Plan draft to the full County Board as presented. Motion carried unanimously.

8. Marissa Laher from Edgewater Haven, shared information and issues regarding the current contractor for the laundry and housekeeping services at Edgewater Haven and Norwood. Discussion ensued.

Motion (Clendenning/Fischer) to send to County Board a change to the housekeeping contracts for Norwood & Edgewater to withhold \$70,034.00 from the expected Human Services 2019 return of funds to cover the midyear switch in housekeeping contractors. Motion carried unanimously.

9. Rozar presented information regarding issues with the cameras at UWSP at Marshfield campus and the need to split the cost with the City of Marshfield to cover the annual operating budget. Discussion ensued. This will be discussed at budget time.
10. Edward Newton, Deputy Finance Director shared the County has acquired a rebate of \$1,244.00 from the credit card company. He anticipates additional quarterly rebates and is requesting from the Committee direction as to where to apply the rebates. Treasurer Gehrt indicated no funds have actually been received yet.

Motion (Fischer/Clendenning) to add an agenda item for the next meeting to discuss the credit card rebates. Motion withdrawn.

11. (a) Wellness Coordinator Fandre updated the Committee on the status of Wellness Program activities for 2020. A question was raised regarding information to provide to constituents on COVID-19. Supervisor Rozar stated that the memo sent from the Health Officer and Administrative Coordinator is a good resource for information.
- (b) Fandre asked the Committee to authorize the purchase of flu vaccines for the 2020-2021 season. Discussion ensued.

Motion (Fischer/Curry) to go forward with the purchase of flu vaccines for the 2020-2021 season. Motion carried unanimously.

11. (a) Human Resources Director McGrath provided an update to the Committee on the recruitment for the Finance Director position.
12. (b) McGrath explained that Wood County offers employees the option to participate in a voluntary deferred compensation benefit (457b plan) through Nationwide. An employee brought forward a concern regarding high administration fees from Nationwide. Following discussion with The Horton Group, Cerity Partners provided a high-level analysis of the current plan and addressed some areas of concern. McGrath would like to invite Cerity Partners to present to the Operations Committee later this spring to give a presentation of their services.
13. There was no discussion regarding the Administrative Coordinator's report.

Without objection, item 16 was moved forward in the agenda.

Motion (Fischer/Rozar) to go into closed session pursuant to Wis. Stats. 19.85(1)(e) at 9:15 a.m. to discuss the purchase of land south of the Avon Street parking lot.

Roll call vote: Clendenning: yes; Curry: yes; Fischer: yes; Machon: yes; Polach: yes; Rozar: yes; Winch: yes. Motion carried.

Closed session minutes on file in County Clerk's office.

17. Motion (Fischer/Curry) to return to open session at 9:36 a.m. All ayes. Motion carried.

14. Next agenda items: Credit card rebates, possible Bob Moore presentation to Committee in May

15. Next meeting: Tuesday, April 7, 2020 at 8:00 a.m. at River Block

18. The Chair adjourned the meeting at 9:38 a.m.

Human Resources minutes recorded and prepared by Kelli Quinnell. All other minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next EC meeting.