

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, June 4, 2019
TIME: 8:00 a.m.
PLACE: Wood County River Block – Auditorium, Room 206
Wisconsin Rapids, WI
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.

The meeting was called to order by Chair Machon.

Public Comment – None.

Consent Agenda:

Supervisor Fischer requested page 21 be removed for discussion from the consent agenda. Supervisor Curry requested page 28, Supervisor Clendenning requested pages 31 thru 33, and Supervisor Winch requested pages 27, 36, 39, 41, 43, 45, and 47.

Motion (Rozar/Curry) to approve the consent agenda, excluding the requested items removed for discussion. Motion carried unanimously.

Fischer requested clarification regarding Director McGrath's letter of comments regarding questions related to the RFP for a comprehensive wage plan review. McGrath indicated she has had 6 responses and will have a presentation for the Committee in July.

Clendenning requested clarification regarding the No Show Procedure for the Wellness Program. Discussion ensued. Director McGrath indicated Wellness is drafting a policy that will be discussed at the next Wellness Board Meeting and presented to the Executive Committee (EC) when approved.

Facilities Manager Van Tassel answered Supervisor Curry's question regarding the acronym for the National Renewable Energy Laboratory (NREHL).

Answers to the pages Supervisor Winch requested be removed for discussion follow:

Page 27 regarding a new form for the Coroner. Director Kaup indicated this form was an online form to replace a previous paper form.

Page 36 regarding the Dynamics software maintenance. "Why doesn't our IT Department handle the software maintenance?" Director Kaup indicated the fee includes necessary software updates provided by the software vendor.

Page 39 regarding numerous phone charges. "Is it necessary to have both landlines and cell phones?" Kaup indicated it is up to the individual departments, but it would not likely be efficient if they only had one or the other.

Page 41 regarding the Liberty Cleaners charge. "What amount is specific to the Jail?" Van Tassel indicated this is broken down in the billing, but he will inquire about the specifics of the bill.

Page 43 regarding two separate charges to Eron & Gee for valves. "Are these two separate valves?" Van Tassel answered "yes".

Page 45 regarding all the Power Surge damages. "Will these charges be reimbursed by insurance?" Van Tassel stated they will after the \$25,000 deductible is met. This deductible is budgeted annually. Clendenning questioned

whether Consolidated Water Power Co. is responsible for any portion. Van Tassel replied Corporation Counsel Kastenholz reviewed the contract and they are not.

Page 45 regarding the County Mutual charge. "Is this now paid in full?" Safety/Risk Manager Stelzer was not present but Finance Director Cummings indicated she believes it is.

Page 47 questioning April Specials. Treasurer Gehrt indicated these are the charges for delinquent tax properties.

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

Committee reviewed 2 applications for Renewable & Sustainable Grants and Lean Process Initiative Grants. Discussion ensued.

Motion (Curry/Fischer) to award the Renewable & Sustainable Grant to the Maintenance Department for LED Lighting upgrade and to extend the deadline until September 2019 for the Lean Process Initiative Grant and carry-over the current application for consideration. Motion carried unanimously.

Jason Grueneberg of Planning & Zoning presented updated documents regarding the Renewable & Sustainable Committee structure. Discussion ensued.

Motion (Rozar/Clendenning) to accept option 1 for the Renewable & Sustainable Committee structure. Motion carried unanimously.

Van Tassel presented initial draft information from a broad analysis from NREHL for Solar options on 4 County properties. Discussion ensued. Van Tassel will bring back more information when this analysis is finalized.

Nancy Turyk presented information from the 3rd phase of the survey regarding the County Strategic Plan. The response rate was 47.3%, which was higher than the average response rate and statistically significant. Turyk and Supervisor Rozar will meet again to prioritize the responses from the current survey for the 4th, and last survey.

Treasurer Gehrt presented 2 resolutions to accept offers of sale of tax deed property.

Motion (Fischer/Rozar) to accept the resolutions to accept offers of sale of tax deed property. Motion carried unanimously.

Finance Director Cummings presented the initial resolution authorizing the issuance of general obligation promissory notes in the amount not to exceed \$6,000,000 for Highway Projects and Capital Improvement Projects.

Motion (Rozar/Clendenning) to accept the initial resolution authorizing the issuance of general obligation promissory notes in the amount not to exceed \$6,000,000 for Highway and Capital Improvement Projects. Motion carried unanimously.

Cummings stated she is planning on meeting, along with the Chair, with the new Financial Advisor to discuss funding options for CIP. Discussion ensued. Machon noted CIP discussion are ongoing as part of the preparations for the budget process.

Machon stated he would like feedback from the Committee regarding the budget parameters letter. Discussion ensued. It was determined that a special Executive Committee meeting will be set for Thursday, June 20th, at 8 a.m. to discuss the budget parameters letter.

Break at 9:28 a.m. Reconvened at 9:33 a.m.

HR Director McGrath introduced Tim Deaton of the Horton Group to present on the Health Insurance and renewal projections. He presented information to the Committee on updated claims data and the savings that are projected for the switch to Anthem as the third party administrator. He also presented the performance guarantees Anthem will put in place for the County. Discussion ensued.

Supervisor Clendenning excused at 9:40 a.m.

Mr. Deaton will be providing updated projections including May claims data to McGrath later this week. McGrath will email the updated projections to Committee members. Mr. Deaton will return for the July Committee meeting to provide final projections and plan design options for a final decision regarding 2020 health insurance premiums. Supervisor Rozar requested that McGrath include a summary of the health fund balance to the Committee each month going forward.

McGrath presented a resolution to correct the function listed in resolution 19-5-6.

Motion (Rozar/Fischer) to approve the resolution to correct resolution 19-5-6. Motion carried unanimously.

McGrath presented a resolution to approve the Employee Policy Handbook. McGrath explained the only change made since the last draft the Committee saw was to change the wording of the vacation accrual section to make it clearer. McGrath stated she will be distributing an email to all County Board Supervisors ahead of the next County Board meeting detailing the changes made from the current Handbook to the revised Handbook.

Motion (Rozar/Fischer) to approve the resolution for the Employee Policy Handbook. Motion carried unanimously.

Machon reminded the Committee that the Wood County ATV/UTV Trail and Route System Ribbon Cutting Ceremony is scheduled for June 5, 2019 at Ho-Chunk Gaming, Nekoosa. Doors open at 4:30 p.m. with the ceremony beginning at 5:00 p.m.

There will be a special meeting on June 20th to discuss budget parameters.

The next regularly scheduled Committee meeting is Tuesday, July 9th at North Wood County Park. Machon reminded the Committee there is no internet at the North Wood County Park Shelter; therefore, Committee members will need to either download the packet on their iPad or print it prior to the meeting.

The Chair declared the meeting adjourned at 10:07 a.m.

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna M. Rozar
Secretary

Human Resources agenda item minutes taken and prepared by Kelli Quinnell. Other minutes taken and prepared by Nicole Gessert. All minutes reviewed by the Executive Committee (EC) secretary. Minutes in draft form until approved at the next EC meeting.