

MINUTES

Executive & Legislative Committee

Tuesday, June 2, 2020 at 3:00 p.m.

Sauk County West Square Building, Room 213, 505 Broadway, Baraboo WI

Members Present: McCumber, Lohr, Czuprynko, McAuliffe and Krueger

Members Absent:

County Personnel: Jeff Jelinek, Emergency Management; Steve Pate, MIS Coordinator; Gary Rehfeldt, Interim Corporation Counsel; Dave Bretl, Interim Administrative Coordinator; Becky Evert, Sauk County Clerk; Elizabeth Geoghegan, Sauk County Treasurer; Jared Pinkus, Community Development Liaison and Tim Lawther, Public Health Director

County Personnel Absent:

Others Present: Patricia Rego, Tim Becker, Kurt R. Muchow, Bryant Hazard and Tom Kriegl

Chair McCumber called the meeting to order at 3:00 p.m. and compliance with the open meeting law was verified.

MOTION (Krueger/Lohr) to adopt the agenda moving item #14 to occur after item #5. Motion carried unanimously.

MOTION (Czuprynko/McAuliffe) to approve the minutes from May 5, 2020. Motion carried unanimously.

Communications: None.

Public Comment: None.

Discussion and Consideration of Resolution Authorizing Participation In The Community Development Block Grant – Close – (CDBG-CL) Program:

Pinkus gave the committee a brief update. Kurt R. Muchow, Vierbicher and Tim Becker, City of Reedsburg Administrator gave the committee an overview of the proposed project.

MOTION (Czuprynko/McAuliffe) to approve the resolution and forward to the June 16, 2020 County Board Meeting. Motion carried unanimously.

Discussion and Consideration of Resolution Authorizing a Taxation District to Waive Interest and Penalties on Property Tax Payment Installments Due on or After April 1, 2020:

Discussion and Consideration of Amending Ordinance Chapter 2, Subchapter 2.200 to waive penalty on 2019 2nd installment property taxes due July 31, 2020:

No action was taken on either resolution or ordinance.

Discussion of extraordinary expenses incurred by Public Health and Emergency Management due to COVID-19:

Discussion took place between the committee, Jelinek and Lawther.

Jeff Jelinek, Emergency Management:

a) Monthly Report/Review and Approval of Vouchers:

Jelinek presented the monthly report and list of bills for his department.

MOTION (Czuprynko/McAuliffe) to approve the bills in the amount of \$412.18. Motion carried unanimously.

b) Review and Approval of Mission, Vision & Goals:

MOTION (Lohr/McAuliffe) to approve the Mission, Vision & Goals for the department. Motion carried unanimously.

c) Discussion of Budget Projections: Jelinek gave the committee an overview.

Steve Pate, MIS Department:

a) Monthly Report/Review and Approval of Vouchers:

Pate presented the monthly report and list of bills for his department.

MOTION (Czuprynko/Lohr) to approve the bills in the amount of \$267,646.50. Motion carried unanimously.

b) Consideration of Computer Donation Requests:

MOTION (McAuliffe/Czuprynko) to approve the donation. Motion carried unanimously.

c) Review and Approval of Mission, Vision & Goals:

Pate gave the committee an overview and will bring back in July for final approval.

MOTION (Czuprynko/Lohr) to approve the preliminary Mission, Vision and Goals for the department. Motion carried unanimously.

d) Discussion of Budget Projections: Pate gave the committee an overview.

e) Discussion and Consideration of Resolution Authorizing A Three Year License With Palo Alto For The Replacement Of Sauk County's Existing End-Point Protection Solution:

MOTION (Czuprynko/Krueger) to approve the resolution and forward to the June 16, 2020 County Board Meeting for approval. Motion carried unanimously.

Becky Evert, Sauk County Clerk:

a) Monthly Report/Review and Approval of Vouchers:

Evert presented the monthly report and list of bills for her department.

MOTION (Krueger/Czuprynko) to approve the bills in the amount of \$5,812.88. Motion carried unanimously.

b) Review and Approval of Mission, Vision & Goals:

MOTION (Lohr/McAuliffe) to approve the Mission, Vision & Goals for the department. Motion carried unanimously.

c) Discussion of Budget Projections: Evert gave the committee an overview.

Gary Rehfeldt, Interim Corporation Counsel Department:

a) Monthly Report/Review and Approval of Vouchers:

Rehfeldt presented the monthly report and list of bills for the department.

MOTION (Czuprynko/McAuliffe) to approve the bills in the amount of \$39,145.06 total. Motion carried unanimously.

b) Review and Approval of Mission, Vision & Goals:

MOTION (Lohr/McAuliffe) to approve the Mission, Vision & Goals for the department. Motion carried unanimously.

c) Discussion of Budget Projections: Rehfeldt gave the committee an overview.

Dave Bretl, Interim Administrative Coordinator:

a) Review and Approval of Vouchers:

Bretl presented the monthly report and list of bills for the department.

MOTION (Czuprynko/Lohr) to approve the bills in the amount of \$11,560.25. Motion carried unanimously.

b) Review and Approval of Mission, Vision & Goals:

Bretl gave the committee an overview and will bring back in July for final approval.

MOTION (Krueger/Lohr) to postpone the Mission, Vision & Goals for the department to the July meeting. Motion carried unanimously.

c) Discussion of Budget Projections: Bretl gave the committee an overview.

Discussion and Consideration regarding agenda formatting for meetings as it relates to Covid-19:

Supervisor Krueger gave the committee a brief update and discussion took place.

MOTION (Krueger/McAuliffe) to adopt the draft memo and forward to the board members and department heads.

Motion carried unanimously.

Discussion and Appointment of Supervisor Deitrich to the Sauk County Housing Authority Development Corporation:

MOTION (Lohr/McAuliffe) to approve the appointment. Motion carried unanimously.

Discussion and Consideration of WCUTA Board Membership:

MOTION (Krueger/Czuprynko) to table the WCUTA Board Membership. Motion carried unanimously.

Discussion and Selection of E&L Representative for the Capital Improvements Committee:

MOTION (McCumber/Lohr) to nominate Supervisor McAuliffe to be appointed to the Capital Improvements Committee. Supervisor McAuliffe accepted the nomination.

MOTION (Krueger/Lohr) to appoint Supervisor McAuliffe to the Capital Improvements Committee. Motion carried unanimously.

Discussion and Consideration of a Hospitality Suite at WCA:

Supervisor Czuprynko gave the committee a brief overview and discussion took place.

MOTION (Krueger/McAuliffe) to empower Supervisor Czuprynko to seek donations to cover the cost and proceed with the planning process, if sufficient donations are sought out. Motion carried unanimously.

Recommendation to the Board of Supervisors to appoint the firm VonBriesen & Roper, SC as Interim Corporation Counsel and approve retainer agreement:

MOTION (Krueger/Lohr) to approve the retainer agreement. Motion carried unanimously.

Discussion and Possible Action Concerning Replacing Former Administrative Coordinator Alene Kleczek-Bolin which may result in a Recommendation by the Committee to the Board of Supervisors to do any of the following:

- a. Create the position of County Administrator;*
- b. Retain the services of a consultant to assist the County in the recruiting and hiring process;*
- c. Authorize the E&L Committee to conduct the hiring process, subject to approval of the final candidate by the Board;*
- d. Authorize appropriate officials to prepare the necessary resolutions and ordinances to carry out a through c and forward the same to the Board of Supervisors for its approval.*

Bretl gave the committee a brief update and discussion took place.

MOTION (Czuprynko/McAuliffe) to direct Bretl to prepare documents amending Chapter 35 in the Code of Ordinances; to create a resolution abolishing the Office of Administrative Coordinator and Creating the Office of Administrator; to create an effective date of September 1, 2020 for Bretl to become Interim Administrator; to create a resolution hiring Public Administration Associates to recruit for the position of Administrator not exceeding the proposal amount of \$13,000.00; to create a resolution authorizing the E&L Committee to be the hiring committee for the Administrator position and then to forward all documents for approval to the June 16, 2020 County Board Meeting.

MOTION (Czuprynko/McAuliffe) to set the next regular meeting of E&L to Tuesday, July 7, 2020 at 3:00 p.m.

Motion carried unanimously and the meeting adjourned at 5:26 p.m.

Respectfully submitted,

Becky Evert
Sauk County Clerk