

## MINUTES

### **Executive & Legislative Committee**

**Tuesday, June 2, 2026, at 4:30 p.m.**

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

**Members Present:** Deitrich, Burchill, Chrisler, Lohr, Klitzke, Kinsman, Cross and Peper

**Members Absent:** McCumber

**County Personnel:** Lisa Wilson, Administrator; Jennifer Moore, Veteran Services Administrative Services Coordinator; Jed Seidl, Emergency Management; James Witecha, Corporation Counsel and Becky Evert, Sauk County Clerk

**County Personnel Absent:** Tony Tyczynski, Veteran Services Officer

Vice-Chair Deitrich called the meeting to order at 4:30 p.m. and compliance with the open meeting law was verified.

MOTION (Burchill/Kinsman) to adopt the agenda. Motion carried unanimously.

MOTION (Chrisler/Kinsman) to approve the minutes from the previous meeting. Motion carried unanimously.

**Communications:** None.

**Public Comment:** None.

#### **Jennifer Moore, Veteran Services:**

##### **a) Monthly Report/Review and Approval of Vouchers:**

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

MOTION (Peper/Burchill) to approve the bills in the amounts of \$688.35 and \$1,913.59. Motion carried unanimously.

#### **Jed Seidl, Emergency Management:**

##### **a) Monthly Report/Review and Approval of Vouchers:**

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

MOTION (Peper/Klitzke) to approve the bills in the amount of \$1,748.39. Motion carried unanimously.

#### **Becky Evert, Sauk County Clerk's Office:**

##### **a) Monthly Report/Review and Approval of Vouchers:**

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

MOTION (Lohr/Klitzke) to approve the bills in the amount of \$2,016.42. Motion carried unanimously.

#### **James Witecha, Corporation Counsel:**

##### **a) Monthly Report/Review and Approval of Vouchers:**

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

MOTION (Lohr/Chrisler) to approve the bills in the amount of \$39,440.35. Motion carried unanimously.

#### **Lisa, Wilson, Administration:**

##### **a) Administrator Monthly Report/Review and Approval of Vouchers:**

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

MOTION (Lohr/Peper) to approve the bills in the amount of \$49,896.65. Motion carried unanimously.

#### **Discussion and possible action on a Resolution to Authorize the Administrator to Enter a Contract with Community and Economic Development Associates (CEDA) for Services to Assist in the Implementation of a Sauk County Economic Development Transition and Communication Plan:**

MOTION (Burchill/Chrisler) to approve the resolution and forward to county board for approval.

Motion carried unanimously.

**Discussion and possible action to Approve a Design Change Request for the Baraboo Sauk County Campus**

**Redevelopment Planning Process:**

Wilson gave the committee a brief overview.

MOTION (Lohr/Cross) to approve the change request. Motion carried unanimously.

**Discussion and possible action on an Amendment to the Administration Management Manual to Establish a Policy for County Administrator and Department Head Succession Plan:**

Wilson gave the committee a brief overview.

MOTION (Lohr/Klitzke) to approve this amendment and move the policy forward. Motion carried unanimously.

**Standing committee Reports:**

Standing Committee Supervisors gave reports from the committees they chair.

The committee set the next committee meeting date to Tuesday, July 7, 2026.

**It is anticipated that the Committee may enter into closed session Pursuant to Wis. Stat. § 19.85 (1)(c) and (1)(g); considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility (Topics: Performance Evaluation of Emergency Management Director), and conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

MOTION (Lohr/Klitzke) to go into closed session.

VOTE: AYES (8) Deitrich, Burchill, Chrisler, Lohr, Klitzke, Kinsman, Cross and Peper. NAYS (0). ABSENT (1) McCumber.

Motion carried unanimously.

Closed session began at 5:12 p.m.

MOTION (Lohr/Klitzke) to return to open session at 6:06 p.m.

MOTION (Peper/Lohr) to adjourn at 6:06 p.m.

Respectfully submitted,

Becky Evert  
Sauk County Clerk