Kewaunee County
Executive Committee Meeting
AGENDA
August 3, 2026 6:00 p.m.
Conference Room
County Administration Building, 810 Lincoln Street, Kewaunee

1. Call to Order
2. Roll Call
3. Approval of August 3, 2026 Agenda
4. Approval of July 6, 2026 Minutes
5. Public Comment (3 minutes per person – 20-minute maximum)
6. Review Compensation Information – with possible action
7. Review Paid Time Off – with possible action
8. County Administrator's Report
    a. Personnel Report
    b. Approve Filling Vacancies
9. Next Meeting Date
10. Adjournment

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so outside of public comment. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

Jeremy Kral, County Administrator

PERSONNEL REPORT

August 2026

Welcome		
Shawn Swanson	Maintenance Technician	August 10

Recruitment

Program Assistant

Radio Operator/Jailer

Kewaunee County
Executive Committee
MINUTES
July 6, 2026 6:00 p.m.
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
Conference Room

Call to Order: Chairman Olson called the meeting to order at 6:02 p.m.

Roll Call: Chairman Olson, Supervisor Paape, Supervisor Lukes, Supervisor Teske, Supervisor Lazansky, Supervisor Romdenne, Supervisor Augustian, and Supervisor Baker. Supervisor Jahnke was absent.

Others Present: Supervisor Zeitler, Human Services Director Annoye, and County Administrator Kral.

Approval of July 6, 2026 Agenda: Supervisors Augustian moved, Paape seconded to approve the agenda. Motion carried unanimously.

Approval of June 1, 2026 Minutes: Supervisors Lazansky moved, Lukes seconded to approve the minutes. Motion carried unanimously.

Public Comment: Chad LaLuzerne stated that he has been an employee of about 13.5 years and now supervises the Children and Families Unit in human services. He states he supports an adjustment to the wage scales because recruitment and retention are important for providing quality services. Brittany Kartheiser, a case manager in the human services department, spoke in favor of adjusting the wage scales.

Review Compensation and Paid Time off Comparison with other Counties: Administrator Kral provided the committee with hard copies of spreadsheets showing data on compensation and paid time off plans from other counties. On the paid time off system, Kral noted that the data shows a clear discrepancy with Kewunee County offering less time off for employees early in their tenure. After the early career, the gap closes, with Kewaunee County within single-digit percentages of PTO compared to the averages of other counties. Kral will be recommending a change to early-tenure PTO in the coming months.

The Committee then reviewed and discussed the compensation information that was provided. Kral explained that the comparison counties included in the data were chosen because they are the three that are border counties as well as other counties in the northeastern region that are smaller, rural, and have similar org charts and pay scales. Contrarily, counties from outside the region, urban counties, and counties that historically have compensated employees higher were removed. Kral then removed outliers within each data set to make for more reliable averages. Among the positions shown in the data, Kewaunee County's starting wage ranges from even with the average to 4% lower. The midpoint ranges from 4-9% lower than the comparison averages. The maximums range from 10-16% lower. Kral noted that there are two groups of exceptions. There is one outlier department head that is possibly low, and the positions in the data that were specifically adjusted (County Administrator, Highway Equipment Operators) were closer to the averages. Kral believes the trend of adjusted positions being quite close to the average would hold for the Sheriffs Department senior leadership positions that were reviewed last year as well.

The committee discussed opinions and thoughts on what level of compensation is necessary to be competitive and retain workers. There was a general sentiment that the data indicates a risk of training workers who leave for higher compensation as they gain experience. Kral indicated that adjustments the committee and county board are interested in could be built into the budget. With all the data before the committee, it was anticipated that no decisions would be made this evening. Committee members requested Kral work on developing proposals that keep the pay progression curve at Kewaunee County closer to that of the comparison counties, and report back next month.

County Administrator's Report: Kral explained to the committee that the Highway Shop Project continues to advance and that Corporation Counsel DePeau and himself agree that it would be wise to engage outside counsel to provide legal review, consultation, and advice on the contracting documents. This would limit the county's risk and ensure the county's interests are protected. Kral noted that a construction project of this nature does not happen often, and therefore leaders in small counties cannot be experts on it. Chairman Olson remarked that a review of this sort would have provided value in the jail project. Kral stated that the intention would

be to request Attorney Roeker from Atolles Law to work on the contracting documents alongside Corp Counsel DePeau. She did provide review and suggestions on the jail project, although later in the process. The expense would be drawn from the project funds.

Kral then reviewed the personnel report, noting that he has selected Dallas Hubbard for the position of County Veterans Service Officer (CVSO), pending county board approval. Hubbard did an outstanding job in the selection process and is an internal candidate. Since Hubbard has de facto assumed the CVSO duties as the sole person in the office for the past several weeks, Kral requests this committee's authorization to appoint Hubbard to the CVSO role on an interim basis. This would serve to increase his compensation to the CVSO level one pay period earlier, pending the county board approval of the appointment. Supervisors Lazansky moved, Augustian seconded to appoint Dallas Hubbard interim CVSO at step 1 of the range, effective the current pay period. Motion carried unanimously.

Kral then requested the committee's authorization to refill vacant positions as noted on the report. Supervisors Paape moved, Baker seconded to refill the vacant positions as shown. Motion carried unanimously.

Next Meeting: August 3, 2026 at 6:00 p.m.

Adjournment: Supervisors Paape moved, Baker seconded to adjourn. Motion carried at 7:12 p.m.

Minutes respectfully submitted by Jeremy Kral, Kewaunee County Administrator

Jeremy Kral, County Administrator

PERSONNEL REPORT
July 6, 2026

Job Change			
NAME	***FROM***	***TO***	***DATE***
Frank Polifka	Temp Help Highway	Highway Worker II	June 1
Dallas Hubbard	Claims Specialist	Veteran Services Officer	Pending July 24 County Board Appointment

Welcome		
Cora Schleis	Summer/Temporary Help Highway	June 2
Paulina Vera Martinez	Children's Long Term Support Case Manager	June 22
Elizabeth Peggs	Children's Long Term Support Case Manager	June 22
Aaron Powers	Temp Help Parks	June 29
Abigayle Elbe	Radio Operator/Jailer	July 1
Jacqueline Duescher	Economic Support Specialist	July 30

Farewell		
Erin Tuttle	Deputy Sheriff	June 12
Tyler Tuttle	Deputy Sheriff	June 12
Madison Budysz	Program Assistant	June 19
John DuBois	Deputy Sheriff	July 5

New Vacancy, Requesting to Fill

Program Assistant
Claims Specialist

Recruitment

Economic Support Specialist
Maintenance Technician
Radio Operator/Jailer

as of report date 6/24/2026