



**Kewaunee County
Executive Committee Meeting
AGENDA**

August 4, 2025 6:00 p.m.

Conference Room

County Administration Building, 810 Lincoln Street, Kewaunee

1. Call to Order
2. Roll Call
3. Approval of August 4, 2025 Agenda
4. Approval of July 7, 2025 Minutes
5. Public Comment (3 minutes per person – 20 minute maximum)
6. Resolution Delegating the Authority to Enter into Settlement Agreements with Opioid Defendants
7. Policy Revision – Conditions of Work (Department Scheduling)
8. Clarify/Adjust Cybersecurity Upgrade Resolution – Different Vendor
9. County Administrator's Report
 - a. Personnel Report
 - b. Approve Filling Vacancies
10. Next Meeting Date
11. 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. 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.

Kewaunee County Is An Equal Opportunity Employer

Kewaunee County
810 Lincoln Street
Kewaunee, WI

PHONE (920) 388-7111
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Kewaunee County
Executive Committee
MINUTES
July 7, 2025 6:00 p.m.
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216
County Board Room

Call to Order: Chairman Olson called the meeting to order at 6:00 p.m.

Roll Call:

Members Present – Chairman Olson, Supervisor Jahnke, Supervisor Baker, Supervisor Lazansky, Supervisor Lukes, Supervisor Augustian, Supervisor Teske, Supervisor Romdenne and Supervisor Paape.

Others Present: Supervisors Zeitler and Swagel, IT Director Loining, Emergency Management Director Nollenberg, Sheriff Joski, Chief Deputy Veesser, Finance Director Kunesh, County Conservationist Bonness, County Administrator Kral.

Approval of July 7, 2025 Agenda: Supervisors Paape moved, Lazansky seconded to approve the agenda. Motion carried unanimously.

Approval of June 2, 2025 Minutes: Supervisors Augustian moved, Jahnke seconded to approve the minutes. Motion carried unanimously.

Public Comment: None offered

Policy on Scheduling Work Hours:

Review and clarification of this policy was requested by the committee in light of the Highway Committee recently approving a change to make the base schedule four ten hour days Monday-Thursday (4x10) year-round rather than changing base schedules between winter and summer. There was discussion about the department heads having the daily knowledge and responsibility to make the department operate efficiently, as well as discussion on the likelihood and impact of various departments hypothetically changing schedules and possible unpredictability of that. Administrator Kral said that it is unlikely that many departments would seek to change from the standard hours as noted in current policy (8-4:30, Monday through Friday), as most departments serve the public directly and need to be open for calls and walk-in traffic. As of now, only the Highway Department uses a different base schedule. There was discussion on current policy and whether department heads are empowered to set the schedule or whether this is in the authority of the board. Kral stated that current policy does not answer that question directly, as it provides the typical base schedule and states that employee's schedules may be different than the typical schedule, based on the needs of the department. Kral and Tremml interpreted current policy to allow the Highway Commissioner to assign and schedule different than the typical schedule, as it does not speak to a requirement to have schedule changes approved at the board or committee level. After that review, Tremml and Kral decided to bring that discussion and decision to the Highway Committee regardless of a policy requirement for approval, based on good practice of ensuring communication and transparency on important decisions. There was further discussion on whether the current policy provides enough clarity and guidance on a situation like this. The Executive Committee requested that Kral draft an adjustment to policy that would be more clear for any future instances like this, and that the draft be available for the next meeting.

Highway Dept. Staffing Model:

Commissioner Tremml provided background information that the highway department worked with many towns on plowing and roads until approximately 2013, when the county reduced staffing and rates were increased. Many towns moved to private contractors for plowing and other maintenance in that time period. While the number of employees was reduced and money was saved on personnel, it was and is still necessary to maintain equipment capabilities at about the same level. As a result, there is a potential possibility to explore increasing contracting with towns to facilitate better utilization of equipment that is already owned. This would be more efficient, but would require additional staffing. Tremml has been working with town leaders to discuss what supports towns need and explore if the county can efficiently match up

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resources to meet needs. Rates for certain county services have been adjusted accordingly. Tremi also used rates and estimates on scope of work to generate approximate figures on how much staff time would be required to support a given town's needs, and subsequently how much revenue would need to come from a town for the county to break even. He states that in the big picture, a well-managed increase in equipment utilization would result in increased efficiency and a net cost-savings for the county, even though it would also require an increase in staffing. It could also help towns to manage their limited resources. The committee discussed these ideas and concepts. The committee is not favorable to adding staff and associated costs unless those costs are at least offset by new revenue. There was a consensus that this idea has merit and deserves further exploration. In discussion, Tremi was advised to continue working on this as appropriate and that if an increase in staffing is requested and supported by increased revenue it would be considered at that time.

Land and Water Conservation Position Description and Duties Changes:

County Conservationist Bonness introduced the new job descriptions and stated that it is necessary to bring these forward to show the additional sanitary and zoning duties after merging with another department. Staff in the Land and Water Conservation Department assumed new and additional duties at the time of the merger, and 2 positions were eliminated. The committee asked if these duties are being done now, and it was clarified that yes, the job descriptions as proposed reflect the actual work of the positions at this time. Chairman Olson stated that he would support updating the job descriptions and asked if there would be a request to increase wages as well. Conservationist Bonness indicated that the Land and Water Committee had discussed that question and while it has advanced the job descriptions first, the committee indicated it would discuss the wage topic again at its next meeting. Supervisor Augustian confirmed that was the intention in the home committee and advised Executive Committee that he had worked with the LCC and administrator to compare compensation of these positions with other counties. Administrator Kral advised that the analysis showed that midpoints were fundamentally aligned with a group of similar counties. There were differences in the data showing that the Kewaunee Co. scale started a bit higher than the average, and ended a bit lower than the average. This indicates that the county is competitive in attracting new talent when needed, but may not compensate staff on the high end of the scale as much as the comparison group. After brief discussion, Supervisors Paape moved, Baker seconded to approve the proposed changes to job descriptions and keep compensation the same for the affected positions. Motion carried unanimously.

Radio Operator/Jailer Wages:

Kral provided the background that the proposed changes were developed by the Sheriffs Department leadership in conjunction with the County Administrator. The proposal is seen as a cost-effective strategy to increase the ability to recruit and retain jailer/dispatchers. There has been continuous recruitment of these positions since Kral joined as Administrator and before, and that has been for the legacy staffing level to operate the current jail and dispatch center. The county has not been able to make progress toward adding additional staff to 'ramp up' for staffing levels required of the proposed jail design. The reasoning behind the changes is to make it more viable for a person to have a career in jail/dispatch if they would like, and reduce the incentive to move to patrol primarily for economic benefit. The proposal has previously been passed by the Public Safety committee. The committee discussed the merits of the proposal. There was a consensus that the committee believes in the current pay plan and has a commitment to continue implementing it as written. Finance Director Kunesh noted that these positions were not added to the pay plan at the time it was implemented, and have continued to have wages based on the legacy model prior to implementing the plan. Supervisor Baker noted that information was not previously known to him and causes him to support the proposal, since it is a means to better align the jailer/dispatcher position with the pay plan as opposed to this position abandoning the pay plan. The committee discussed the effective date of the change and Administrator Kral responded that the intention was to implement this in the 2026 budget unless the committee directs otherwise. Supervisors Romdenne moved, Lukes seconded to approve steps 1-11 as proposed with implementation on 1/1/26.

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County Administrator's Report:

Kral reviewed the personnel report, noting that summer help has been added and that most positions and departments have stable staffing. Kral called attention to the position of Program Assistant in the Public Health Department. Funding that supports this position is in question after changes at the federal level. Kral advised the committee that he and Public Health Director Kinnard have discussed this position and in order to fairly treat prospective employees and not risk a significant budget deficit, we will not hire for the position at this time. It will remain open and approval was previously given to rehire, so if the funding is resolved recruitment will resume. Kinnard and Kral intend to monitor the funding situation and may re-evaluate or restructure the position as more information is known. Kral also noted that there has been a vacancy in a Highway Worker II position since the time that the report was produced and sent to the committee, and requested that the position be refilled. Supervisors Paape moved, Augustian seconded to refill the vacant Highway Worker II position. Motion carried unanimously.

Next Meeting: Supervisors Baker moved, Paape seconded to hold the next meeting on August 4, 2025 at 6:00 p.m. Motion carried unanimously.

Adjournment: Supervisors Baker moved, Paape seconded to adjourn. Motion carried at 7:20 p.m.

Minutes respectfully submitted by Jeremy Kral, Kewaunee County Administrator

KEWAUNEE COUNTY PERSONNEL REPORT

July 7, 2025



Jeremy Krul
County Administrator

Welcome		
Drew Bandow	Summer/Temporary Help - Highway	June 9
Haley Sipe	Summer/Temporary Help - Parks	June 9
Tracy Shomsky	Summer/Temporary Help - Highway	June 10
Micah Bauer	Summer/Temporary Help - Parks	June 11
George Herlache	Summer/Temporary Help - Highway	June 30
Alex Steinfeldt	Summer/Temporary Help - Highway	June 30

Recruitment

Economic Support Lead Worker - advertising
Program Assistant (Public Health) - interviewing
Radio Operator/Jailer – advertising/interviewing

as of report date 6/27/2025



RESOLUTION NO.

DELEGATING THE AUTHORITY TO ENTER INTO SETTLEMENT AGREEMENTS WITH OPIOID DEFENDANTS TO THE DESIGNATED KEWAUNEE COUNTY OFFICER OR OFFICERS

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, the County Board of Supervisors previously authorized the County to enter into an engagement agreement with von Briesen & Roper, s.c., Crueger Dickinson LLC and Simmons Hanly Conroy LLP (the "Law Firms") to pursue litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals (the "Opioid Defendants") in an effort to hold the Opioid Defendants financially responsible for the County's vast expenditure of money and resources to combat the opioid epidemic;

WHEREAS, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants;

WHEREAS, the Law Firms filed similar lawsuits on behalf of 66 other Wisconsin counties and all Wisconsin cases were coordinated with thousands of other lawsuits filed against the same or substantially similar parties as the Opioid Defendants in the Northern District of Ohio, captioned *In re: Opioid Litigation*, MDL 2804 (the "Litigation");

WHEREAS, four (4) additional Wisconsin counties (Milwaukee, Dane, Waukesha, and Walworth) hired separate counsel and joined the Litigation;

WHEREAS, since the inception of the Litigation, the Law Firms have coordinated with counsel from around the country (including counsel for Milwaukee, Dane, Waukesha, and Walworth Counties) to prepare the County's case for trial and engage in extensive settlement discussions with the Opioid Defendants;

WHEREAS, 2021 Wisconsin Act 57 created Section 165.12 of the Wisconsin Statutes relating to the settlement of all or part of the Litigation;

WHEREAS, pursuant to Wis. Stat. § 165.12(2), the Legislature's Joint Committee on Finance is required to approve settlement agreement between the County and Opioid Defendants;

WHEREAS, pursuant to Wis. Stat. § 165.12(2), the proceeds from any settlement of all or part of the Litigation are distributed 70% to local governments in Wisconsin that are parties to the Litigation and 30% to the State;

WHEREAS, Wis. Stat. § 165.12(7) bars claims from any Wisconsin local government against the Opioid Defendants filed after June 1, 2021;

WHEREAS, several of the Opioid Defendants previously agreed to settlement terms with the Plaintiffs' Executive Committee ("PEC"), which is comprised of attorneys representative of all litigating local governments around the country, subject to individual approval of the litigating local governments including Kewaunee County;

WHEREAS, representatives of the Law Firms serve on the PEC and, therefore, are intimately familiar with the terms of the previous settlements and will be familiar with the terms of any settlement with any other Opioid Defendant recommended for approval by the PEC;

WHEREAS, it is anticipated that several additional settlements will be proposed by various Opioid Defendants and recommended for approval by the PEC;

WHEREAS, Kewaunee County's process for approving settlement with an Opioid Defendant is typically a process requiring weeks for committee review and approval as well as approval by the full Kewaunee County Board;

WHEREAS, given concerns surrounding timing for participation in future settlements combined with the number of anticipated settlements, it would be prudent to provide an opportunity for Kewaunee County to create a process whereby the authority to enter into settlement agreements is delegated to a responsible County officer or officers provided that any such settlement agreement is recommended by the PEC and the Law Firms; and

WHEREAS, the intent of this Resolution is to delegate to the specified County officer or officers the authority to enter into settlement agreements with any Opioid Defendant from the date of this Resolution forward provided (a) the settlement is recommended for approval by the PEC and the Law Firms; and (b) the Kewaunee County share of proceeds from any such settlement is consistent with the shares established in Exhibit A to Addendum Two, a copy of which is attached to this Resolution and which is consistent with the allocations established in previous settlements with Opioid Defendants.

NOW, THEREFORE, BE IT RESOLVED: the County Board of Supervisors hereby makes the following resolutions:

1. The County Board hereby delegates authority to the County Administrator to enter into a settlement agreement, including without limitation the execution of any and all ancillary documents and agreements necessary to effectuate a settlement, with any Opioid Defendant provided (a) the PEC and the Law Firms shall have recommended the settlement; and (b) the Kewaunee County share of proceeds from any such settlement is consistent with the shares established in Exhibit A to Addendum Two, a copy of which is attached to this Resolution and which is consistent with the allocations established in previous settlements with Opioid Defendants.
2. Prior to executing any settlement agreement, or any document related thereto, the Administrator shall provide notice to the Board Chair of the proposed settlement and the terms related thereto.
3. The Administrator is authorized and directed to take any and all such other and further action necessary to effectuate the intent of this Resolution.

BE IT FURTHER RESOLVED: all proceeds from any settlement agreement not otherwise directed to the Attorney Fees Account shall be deposited in the County's Opioid Abatement Account. The Opioid Abatement Account shall be administered consistent with the terms of this Resolution, Wis. Stat. § 165.12(4), and the applicable settlement agreement.

BE IT FURTHER RESOLVED: the County hereby authorizes the establishment of an account separate and distinct from any account containing funds allocated or allocable to the County which shall be referred to by the County as the "Attorney Fees Account." An escrow agent shall deposit a sum equal to up to, but in no event exceeding, an amount equal to 20% of the County's proceeds from a settlement agreement into the Attorney Fees Account unless such other amount is established by the applicable settlement agreement. If the payments to the County are not enough to fully fund the Attorney Fees Account as provided herein because such payments are made over time, the Attorney Fees Account shall be funded by placing up to, but in no event exceeding, an amount equal to 20% of the proceeds from a settlement agreement attributable to Local Governments (as that term is defined in the MOU) into the Attorney Fees Account for each payment. Funds in the Attorney Fees Account shall be utilized to pay the fees, costs, and disbursements owed to the Law Firms pursuant to the engagement agreement between the County and the Law Firms provided, however, the Law Firms shall receive no more than that to which they are entitled under their fee contract when considering the amounts paid the Law Firms from any fee fund established in a settlement agreement and allocable to the County. The Law Firms may make application for payment from the Attorney Fees Account at any time and the County shall cooperate with the Law Firms in executing any documents necessary for the escrow agent to make payments out of the Attorney Fees Account.

BE IT FURTHER RESOLVED: that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Daniel A. Olson, Chair

Aaron Augustian

Doak Baker

Scott Jahnke

Joanne Lazansky

Joe Lukes

Gerald Paape

Thomas J. Romdenne

Linda Teske

APPROVED AS TO FORM

David J. DePeau
Corporation Counsel

FISCAL IMPACT STATEMENT:

Unknown settlement amounts
will be spent later on authorized
expenditures

	Y E S	N O	A B S E N T	A B S T A I N
Agamaite, S.				
Augustian, A.				
Baker, D.				
Browne, S.				
Guillette, N.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Lazansky, J.				
Lukes, J.				
Olson, D.				
Ortlieb, J.				
Paape, G.				
Patrycia, B.				
Romdenne, T.				
Shelton, W.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
Zeitler, P.				
TOTALS				

7. Policy Revision: Conditions of Work (Department Scheduling)

(From the policy and personnel manual)

CURRENT:

B. CONDITIONS OF WORK

The following work rules shall govern all officials and employees unless the terms of an applicable collective bargaining agreement govern. Regular office hours shall be Monday through Friday, from 8:00 a.m. to 4:30 p.m. Due to the varying needs of departments and because certain essential County services are provided on a 24-hour basis, County employees may have different work schedules based on department and job function. **Regular hours are subject to change without advance notice.**

DRAFT:

B. CONDITIONS OF WORK

The following work rules shall govern all officials and employees unless the terms of an applicable collective bargaining agreement govern. Regular office hours shall be Monday through Friday, from 8:00 a.m. to 4:30 p.m. Due to the varying needs of departments and because certain essential County services are provided on a 24-hour basis, County employees may have different work schedules based on department and job function. **Employees' hours of work are assigned by the department head or designee, and are subject to change without advance notice. Any change to a department's regular hours that would limit or reduce access to the public between the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday must be approved by the department's standing committee.**

KEWAUNEE COUNTY

PERSONNEL REPORT

August 4, 2025



Jeremy Kral
County Administrator

Welcome

Spencer Tuttle

Radio Operator/Jailer

July 13

New Vacancy, Requesting to Fill

Recruitment

Economic Support Lead Worker – advertising
Highway Worker II Operator Craftsman - advertising
Program Assistant (Public Health) - interviewing
Radio Operator/Jailer – advertising/interviewing

as of report date 7/22/2025