



Kewaunee County
EXECUTIVE COMMITTEE MEETING

AGENDA

May 24, 2022 6:00 p.m., County Board Room
County Administration Building, 810 Lincoln Street, Kewaunee

1. Call to Order
2. Roll Call
3. Approve May 24, 2022 Agenda
4. Approval of May 9, 2022 Minutes
5. Public Comment
6. Approval of Administrator Position Request – Hiring of Full-time Corporation Counsel
7. Next Meeting: June 13, 2022 6:00 p.m.
8. 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
EXECUTIVE COMMITTEE MEETING
MINUTES

May 9, 2022 6:00 p.m., County Board Room
County Administration Building, 810 Lincoln Street, Kewaunee

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

Roll Call: Members Present – Dan Olson, Gary Paape, Virginia Haske, Scott Jahnke, Joe Lukes, Aaron Augustian, Kim Kroll. Members Excused – John Mastalir, Tom Romdenne. Others Present – Rebecca Deterville, Scott Feldt, Ross Loining, Peggy Seidl.

Approve May 9, 2022 Agenda: Augustian moved, Haske seconded to approve the agenda. Motion carried.

Approval of April 4, 2022 Minutes: Paape moved, Jahnke seconded to approve the April 4, 2022, minutes. Motion carried.

Public Comment: None.

IT Department Report: Loining asked to be placed on the agenda to provide an update regarding department work and upcoming projects.

Training of Kevin Donlon to perform various GIS duties is going well. The work he does assists the Land Information Office.

The IT Department is scheduling to replace our SANS. They are the devices that store all of the county's data. This is something that is scheduled after a number of years.

IT has been conferring with Bug Tussel to have fiber installed to all county office buildings. This includes the Highway Shop, Luxemburg offices (and the City of Kewaunee City Hall). 10GB will be sent out to the buildings which will allow the county to create redundant sites to prevent against data being lost due to a disaster. It also allows for the County to have similar arrangements with other counties or municipalities.

Reminder to be aware of spam. Do not open attachments on emails from persons you do not know or the email looks suspicious.

Administrator's Report

Personnel Report: Feldt reviewed the report with the committee. No questions.

Approval Child Support Specialist Wage (above midpoint): Feldt brought forth a request to offer a salary to an employee candidate that is above the midpoint on the pay scale. Personnel Policy stipulates that any offer above the midpoint must have Executive Committee approval. Feldt explained that the candidate is an employee from another county with 20 years experience. Feldt and Seidl believe the candidate would be a good fit and that the extensive experience will assist in what is currently a department with employees with fewer years of experience. The wage being offered is above the current wage scale (\$26.05) but is in line if the employee had been a Kewaunee County employee for 20 years. Discussion and questions followed regarding job duties, the current wage scale, and how the offered wage relates to the current wage scale. A question was also raised whether the county has the budget to pay the wage. Feldt responded that the County does have the funds as there have been two vacancies in the Child Support offices for a



few months. Haske moved Augustian seconded to approve the request to approve the wage of \$26.05 for the candidate selected to fill the Child Support Specialist vacancy. Motion carried.

Report on Employee recruitments (Corporation Counsel, Clerk of Courts Assistant, Human Services Director): Feldt provided an update as to the challenges of recruiting some employees. Human Services Director – Feldt has been receiving resumes and has started preliminary interviews with a few candidates prior to having them meet with the Department Unit Managers. Feldt said it is his hope to have the position filled soon.

Clerk of Courts – Applications are coming in but Feldt said he is not satisfied with most of the ones received so far, but the process will continue. Deterville stated that she believes that changing position from an Assistant to a Deputy Clerk more accurately describes the duties to be performed. Corporation Counsel – Feldt described the difficulty in filling this position. In the past, prior to 2013, a 0.5 FTE employee was eligible for health benefits and retirement. After the law changed in 2013, an employee must be a 0.6 FTE to receive those benefits. Mr. Wisnicky was a 0.5 FTE Corporation Counsel and 0.5 FTE Assistant District Attorney and received benefits as he was grandfathered in to receive those benefits. Today, it is extremely difficult to offer a position to an attorney that does not provide full-time benefits as the hourly wage is far less than that of a practicing attorney. Attorneys he has spoken to bill at an hourly rate of approximately \$250. To contract with an attorney for roughly 1000 hours of time would cost the county a considerable amount (\$200,000 to \$250,000). Feldt informed the committee that he will likely be bringing forth a proposal that either provide a part-time attorney full-time health benefits and retirement, or request the county hire a full-time attorney. In either case, the overall cost will be less than contracting on an hourly basis. Questions were asked as to cost, budgetary effects and use of attorney time. A proposal will be brought forth soon.

Review of Committee Duties: Feldt placed the item on the agenda to answer any questions members may have as to the duties of the committee. No questions.

Next Meeting: June 13, 2022 at 6:00 p.m.

Adjournment: Kroll moved, Paape seconded to adjourn the meeting. Motion carried. Meeting adjourned at 6:52 p.m.