



Kewaunee County
EXECUTIVE COMMITTEE MEETING

AGENDA

May 1, 2023 5:30 p.m., Conference Room
County Administration Building, 810 Lincoln Street, Kewaunee

1. Call to Order
2. Roll Call
3. May 1, 2023 Agenda
4. Approval of April 3, 2023 Minutes
5. Public Comment
6. Administrator's Report
 - a. Personnel Report
 - IT Specialist wage scale
7. Approval to Fill Vacancies
 - a. Highway Worker – Highway Dept.
 - b. Economic Support Specialist – Human Services Dept.
 - c. Parks Caretaker – Promotions & Recreation Dept.
8. Discussion of Wage Study
9. Motion to go into Closed Session pursuant Wis Stat. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion will directly and substantially affect negotiations with a third party, and into Closed Session pursuant Wis Stat. 19.86 (1) (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.
10. Motion to Return to Open Session
11. Next Meeting: June 5, 2023
12. 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

April 3, 2023 6:00 p.m., Conference 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, Tom Romdenne, John Mastalir, Joe Lukes, Scott Jahnke, Aaron Augustian, Virginia Haske. Members Excused – Kim Kroll. Others Present – Jeff Wisnicky, Matt Joski, Becky Deterville, Scott Feldt, Ross Loining, Peggy Seidl.

Approve April 3, 2023 Agenda: Paape moved, Haske seconded, to approve the agenda. Motion carried.

Approval of March 6, 2023 Minutes: Lukes moved, Jahnke seconded, to approve the March 6, 2023, minutes. Motion carried.

Public Comment: None.

Administrator's Report

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

Recruitment updates (IT, Hwy, HS, Maint): Feldt gave an update with candidate recruitment. He added that for the IT and Human Services positions, he seeing that Kewaunee County is offering significantly less than surrounding counties for these positions. Loining told the committee that candidates who have applied are currently making \$2.00 or more that what we are currently offering. Feldt suggested to the committee that consideration should be given to conducting a wage study to provide a clearer picture as to wages and compensation for county positions.

Approval to Fill Vacancies

Jail Sergeant – Sheriff's Dept.: Feldt explained to the committee that Chelsea Dean has resigned as Jail Sergeant. This is an important position that needs to be filled as soon as possible. Mastalir moved, Jahnke seconded, to approve the filling of the position. Motion carried.

Register in Probate: Feldt informed the committee that Julie Schleis will retire in May as Register in Probate. Feldt had conversations with Judge Wisnicky about the possibility of combining the positions of Register in Probate and Family Court Commissioner. Judge Wisnicky summarized the conversation with the committee. It is believed that the merging of the two positions would allow for greater operational flexibility. The new position would be able to perform the duties of the Register in Probate and allow for greater accessibility to the Family Court Commissioner. Wisnicky added that Door County has a similar positions and has operated well. Feldt added that he believes that some cost savings will be realized as funds for administrative support and office supplies could be reduced as the Family Court Commissioner position would now be a part of the Register in Probate's office. Discussion followed as to the new position's salary. Feldt responded that the wage scale would be the same as the corporation counsel wage scale. Discussion followed with concern whether the new position can perform all the duties of the Family Court Commissioner and Register in Probate. Feldt and Wisnicky indicated that they



believe it can. Augustian moved, Haske seconded, to approve the creation of a Register in Probate/Family Court Commissioner position with a wage scale of \$45.93 to \$54.65. Motion carried.

County Office Space (Admin Bldg & Courthouse): Feldt informed the committee that he is looking at the use of office space in the Courthouse and Administration buildings. The space formerly by the ADRC is temporarily being utilized by Human Services for Economic Support offices and a child therapy room. The space will have the office repainted and floors recarpeted in the near future, but discussion is taking place as to how to use the space. In the courthouse, a meeting has been held to discuss how space is utilized as well. The combination of the Register in Probate and Family Court Commissioner could support the relocation of the Probate office into the Clerk of Courts office. Feldt stated that no final decisions have been made but wanted to make the committee aware.

Opioid Update: Feldt updated the committee that a second settlement is almost completed that will result in Kewaunee County receiving additional funds. In the first settlement, Kewaunee County received over \$400,000 and over \$300,000 is expected in the second opioid settlement. Feldt added that a committee has been formed to discuss possible uses for the funds. The discussions will continue to provide options to the county board for allocation of the funds. General discussions followed. There also was discussion as to what types of things the funds can be spent on. Feldt indicated that funds must address treatment and prevention of opioid addiction. Funds cannot be spent on the jail or general deputy salaries.

Door/Kewaunee Legislative Days Update: Feldt informed the committee that Door/Kewaunee Legislative Days will be held April 19-20 in Madison. Feldt provided a list of issues that will be discussed with legislators which include water quality, childcare, affordable housing, the Potawatomi State Park tower, youth apprenticeship, and arts as economic development. General discussion followed.

Government Collaboration: Feldt provided an update to the committee he attended with county administrators of Door and Oconto counties and the Brown County Executive. The meeting was an initial discussion of avenues in which counties could share services amongst each other. There has been discussions among state legislators that funds may be made available to local governments who engage in efforts to coordinate and consolidate services. Feldt will update the committee as discussions continue.

Next Meeting: May 1, 2023 at 5:30 p.m.

Adjournment: Paape moved, Lukes seconded, to adjourn. Motion carried. Meeting adjourned at 6:51 p.m.

KEWAUNEE COUNTY

PERSONNEL REPORT

May 1, 2023



Scott Feldt
County Administrator

Hire		
Makayla Hall	Radio Operator/Jailer	April 23
Chelsea Brien	Children's Long Term Support Case Manager	April 24
Jerry DeKeyser	Custodian	April 24

Resignation		
Jason Reinke	Highway Worker	April 20
Cassie Bridenhagen	Economic Support Specialist	May 4

Recruitment

Comprehensive Community Services Facilitator/Crisis Director - advertising
 Highway Worker – advertising/interviewing
 Information Technology Specialist – advertising/interviewing
 Register in Probate/Family Court Commissioner - advertising
 Temporary Help Highway/Parks – advertising/interviewing

Kewaunee County Is An Equal Opportunity Employer

Kewaunee County
 810 Lincoln Street
 Kewaunee, WI 54216

PHONE (920) 388-7164
 FAX (920) 388-7195
www.kewauneeeco.org