



Kewaunee County
EXECUTIVE COMMITTEE MEETING
MINUTES

September 11, 2019 8:00 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: Chair Weidner called the meeting to order at 8:03 a.m.

Roll Call: Members Present - Tom Romdenne, Chuck Wagner, Kaye Shillin, Gary Paape, Robert Wagner, John Mastalir, Virginia Haske, Mary Ellen Dobbins. Members Excused – Scott Jahnke. Others Present – Sheriff Matt Joski, David Cornelius, Jennifer Gonzalez, Cindy Kinnard, Paul Kunesh, Scott Feldt, John Rybski, Sue Weisser.

Approve September 11, 2019 Agenda: Wagner moved and Haske seconded to approve the agenda. Motion carried.

Approve August 14, 2019 Meeting Minutes: Mastalir moved and Haske seconded to approve the August 14, 2019 minutes. Motion carried.

Public Comment: Weisser spoke regarding the recent manure event. She expressed concern and suggested that a fund be created to assist residents affected by these events and be funded through the fines collected for spreading violations. Weisser also commented that she believes that projects in the zoning department are being delayed due to lack of staff and additional staff should be added.

Rybski spoke regarding manure run off events. He suggested that additional protocols should be implemented. In addition, current protocols should be published and posted on the county website.

Approve Wage Adjustment Request – Admin Assistant – Sheriff's Department: Feldt reviewed the wage adjustment process to the committee. Joski summarized how the current position has changed and the work is now similar to work performed by administrative assistants in other departments. A question was asked if any special training is required. The answer is no. Feldt summarized the Sheriff's justification for the request. Feldt indicated he will provide no recommendation. Mastalir moved and Romdenne seconded to approve the wage modification request that will change the position from a Sheriff's Secretary (wage range \$16.60 to \$19.95) to Administrative Assistant (wage range \$18.19 to \$21.64). Motion carried.

Administrator's Report

Personnel Report: Feldt reviewed the Personnel Report. No questions.

Administrator's Report: Feldt provided a summary of the Broadband Study Committee. The Committee met and reviewed progress so far. Discussion at the next meeting led to what will likely be a recommendation to the Executive Committee to conduct a broadband feasibility study for Kewaunee County. A question was asked if grant money is available for such a study. Feldt indicated that it is unlikely. Feldt then gave a summary of the Jail Study Committee. The will begin Phase 2 at its September 19 meeting as Phase 1 has been completed and continuing to Phase 2 has been approved. Question was raised whether we are funding phase 3 in the 2020 budget. Feldt responded if Phase 3 is approved and begins in 2020, funding will come from a transfer from the general fund. A concern was raised as



to informing the public. Discussion followed and Feldt indicated that the public will be informed as we have more specific information to provide. Currently we are still in the preliminary planning phase of the study. Discussion followed regarding the need for county board supervisors to tour the county jail as less than half have done so.

Comment continued as to how and when to have supervisors tour the jail. Feldt then commented on the concern raised as to the need for more Land Conservation staff. Feldt indicated that the department has 5 program staff (including the County Conservationist) to address program needs and unforeseen events. Feldt does not recommend more staff at this time.

Approval to Fill Position Vacancies

WIC Aide/Medical Assistant – Public Health

Mechanic – Highway Highway Worker - Highway

Feldt gave a summary as to the vacancies and justification of the requests. Question was raised as to position descriptions and approving them after each change. Feldt raised the question as to coming before the committee for all changes to position descriptions. Weidner indicated that Board rules stipulate the Committee is to approve all job descriptions. Wagner moved and Paape seconded to approve filling the Highway Worker and Mechanic positions in the Highway Department. Motion carried. Haske moved and Wagner seconded to approve filling the WIC Aide position. Motion carried.

Approval of County Board Compensation: Feldt summarized his recommendations as to Board Supervisor compensation..Feldt recommended that compensation for County Board meeting be reduced from \$100 per meeting to \$75. Feldt reviewed his meetings with employees as to modifying the pay plan to reduce the annual increases for employees. Feldt also recommended the per meeting compensation be changed to a straight \$50 per meeting. The Current compensation is \$40 for the first 59 minutes and an additional \$10 for each subsequent 30 minutes. Feldt indicated that the administrative time makes this method cumbersome as staff must track when meetings start and stop. \$50 would cover a meeting of 1.5 hours and encourage discussion at meetings to remain brief and to the point. Discussion followed as to the amount of time spent at meetings and the fairness of compensation. Discussion also took place on mileage reimbursement and meal reimbursement. Romdenne moved and Wagner seconded to keep County Board Supervisor compensation unchanged. Motion carried.

Chairman's Report: Weidner gave a short summary of items . The Finance Committee approved a health insurance premium increase of 4.5% and a dental dental insurance premium increase of 2.5% Paape reported that he is unsure if the WI DNR has approved continued TMDL testing with regards to the Forestville Dam. Wagner indicated that DNR has been notified. Wagner also added he contacted the DNR regarding requirements to install a dock at Red River Park and is looking for input from the Army Corps of Engineers as well if that is needed.. Discussion then took place as the recent manure events.

Next Meeting: October 9, 2019 at 8:00 a.m.

Adjournment: Wagner moved and Romdenne seconded to adjourn. Motion carried. Meeting adjourned at 9:35 a.m.