



# Executive Committee Meeting

## Friday, June 9, 2023 – 8:00 a.m.

Barron County Government Center – Auditorium  
335 East Monroe Avenue – Barron, Wisconsin 54812

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## MINUTES

**COMMITTEE MEMBERS PRESENT IN PERSON:** Karolyn Bartlett, Stan Buchanan, Randy Cook Sr, Bun Hanson, Carol Moen, Louie Okey, Bob Rogers and Marv Thompson.

**COMMITTEE MEMBERS ATTENDING VIRTUALLY:** None.

**COMMITTEE MEMBERS ABSENT:** Dale Heinecke.

**STAFF PRESENT IN PERSON:** UW-Extension Area Director Baltrusis (departed after UW Extension Administrative Assistant agenda item), Finance Director Busch, Sheriff Fitzgerald, Administrator French, County Clerk Hodek, ROD Katterhagen (during Real Estate Transfer Fees Analysis agenda item), Chief Deputy Leu (departed after Creation of Two Patrol Deputy Positions agenda item), Deputy Corporation Counsel Mohns, Corporation Counsel Muench, HR Director Richie and Treasurer Sommerfeld.

**OTHER COUNTY BOARD SUPERVISORS PRESENT:** Kathy Krug and Diane Vaughn.

**CALL TO ORDER:** Chair Okey called the meeting to order at 8:00AM.

**PUBLIC MEETING NOTIFICATION:** Administrator French read the Public Meeting Notification.

**SPECIAL MATTERS AND ANNOUNCEMENTS (NON-ACTION ITEMS):** Administrator French noted that there will no contribution from the State on the Wild Rivers Trail signage and signage funding will be discussed at a future Property Committee meeting.

**APPROVE AGENDA:** Chair Okey requested to amend the agenda by removing Items #10 (Liability Insurance – Cyber Enhancement Endorsement and Crime Policy), #16 (401a Retirement Agreement) and #23 (Closed Session). **Motion: (Cook/Thompson)** to approve agenda as amended. Carried with all present voting Yes.

**PUBLIC COMMENT:** None at this time.

**APPROVE MINUTES OF MAY 3, 2023: Motion: (Rogers/Hanson)** to approve. Carried with all present voting Yes.

**HEALTH INSURANCE UPDATE - TIM DEATON, THE HORTON GROUP:** Deaton reviewed the final health insurance costs for 2022, current 2023 financials, the 2024 outlook for the self-funded health insurance plan and answered questions from the Committee.

**REAL ESTATE TRANSFER FEE ANALYSIS:** ROD Katterhagen gave an overview of past real estate transfer fees, the proposed legislation regarding real estate transfer fees and answered questions from the Committee.

**REPEAL OF ACT 216:** Treasurer Sommerfeld gave an overview of Act 216 and the recent changes resulting from a recent United States Supreme Court ruling. Corporation Counsel Muench discussed how the County currently handles legal proceedings for tax deed properties. Sommerfeld and Muench both answered questions from the Committee.

### PERSONNEL POSITIONS

- A. **CREATE TWO (2) ADDITIONAL PATROL DEPUTY POSITIONS MIDYEAR – SHERIFF’S DEPARTMENT:** Sheriff Fitzgerald gave a presentation for the addition of two



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additional patrol deputies midyear and answered questions from the Committee. Finance Director Busch explained these two patrol positions would be funded via excess fund balance for the remainder of 2023 and then these two positions would be added into the 2024 budget as well as future years. **Motion: (Hanson/Buchanan)** to approve the creation of two patrol deputies starting in July of 2023. Discussion. Carried on a roll call vote with all present voting Yes.

- B. **COUNTY FUNDED ADMINISTRATIVE ASSISTANT – UW EXTENSION:** Area Extension Director Baltrusis discussed the recent UW Extension Administrative Assistant position retirement, future staffing options and answered questions from the Committee. **Motion: (Hanson/Moen)** to continue to support the county funded Administrative Assistant position at 32 hours as the County had done in the past. Motion failed on a roll call vote with 5 No – Bartlett, Buchanan, Cook, Okey & Thompson, 3 Yes – Hanson, Moen & Rogers and 1 Absent - Heinecke. **Motion: (Buchanan/Okey)** to not have the County fund the UW Extension Administrative Assistant position any longer. Discussion. Motion carried on a roll call vote with 5 Yes - Buchanan, Cook, Hanson, Okey & Thompson, and 3 No – Bartlett, Moen & Rogers and 1 Absent - Heinecke.

**VACATION CARRYOVER FOR HIGHWAY & ADMINISTRATION STAFF (POLICY EXCEPTION): Motion: (Cook/Buchanan)** to approve allowing the staff presented in the packet to carryover a total of 80 hours of vacation. The additional 40 hours may be carried over for up to one year from the employee's anniversary date. Carried with all present voting Yes.

*Moen departed at 9:17AM.*

### COUNTY BOARD RULES & PROCEDURES CHANGES

- A. **COUNTY BOARD CHAIR – VICE CHAIR(S) AS COMMITTEE ALTERNATES:** Administrator French gave an overview for the potential County Board Rules and Procedures changes. Corporation Counsel Muench answered questions from the Board. **Motion: (Buchanan/Cook)** to approve. Discussion. Carried with all present voting Yes.
- B. **COUNTY BOARD / COMMITTEE PER DIEM RATES:** Chair Okey explained the request for County Board and Committee Per Diem Rates. Corporation Counsel Muench gave his legal opinion for not changing the per diem rates. **Motion: (Buchanan/Rogers)** to maintain the current per diem rates for County Board and Committee meetings. Carried with all present voting Yes.

**RESOLUTION – ESTABLISHING 2024 BARRON COUNTY BUDGET PREPARATION GUIDELINES: Motion: (Thompson/Hanson)** to approve. Carried with all present voting Yes.

**RESOLUTION – AUTHORIZING NATIONWIDE 457B RETIREMENT PLAN AMENDMENT ALLOWING IN-SERVICE PLAN DISTRIBUTIONS BEGINNING AT AGE 59 ½ : Motion: (Bartlett/Rogers)** to approve. Carried with all present voting Yes.

**ATV/UTV SUPPORTIVE RESOLUTION:** Administrator French distributed a Washburn County Resolution that was submitted to the WCA regarding ATV/UTV operational requirements. **Motion: (Thompson/Cook)** to support the Washburn County resolution. Carried with all present voting Yes.



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**OUT OF STATE TRAVEL**

- A. **DARBY SMITH TO 2023 MEALS ON WHEELS ANNUAL CONFERENCE - PHOENIX, ARIZONA: Motion: (Bartlett/Rogers)** to approve both out of state travel requests. Carried with all present voting Yes.
- B. **MIKE CARROLL TO ALPHA K9 TRAINING – NEW SPRINGFIELD, OHIO: Motion: (Bartlett/Rogers)** to approve both out of state travel requests. Carried with all present voting Yes.

**STAFF REPORTS & UPDATES**

- A. **REPLACEMENT OF HHS CLIENT MANAGEMENT SYSTEM:** Administrator French feels it is critical we hire and train a new IT Analyst prior to Jeff Sirek retiring since our County IT Department created the current HHS Client Management program and Sirek is the only staff member that can help service this program.
- B. **MANAGEMENT’S DISCUSSION & ANALYSIS (MD&A):** Finance Director Busch discussed information included in the packet.
- C. **PELION BENEFITS – CONTRACT AMENDMENT FOR HRA PARTICIPANT SUSPENSION:** French has authorized a plan amendment which allows employees who have an HRA to suspend their HRA so the employee can purchase health insurance on the exchanges.
- D. **TOWN OF CHETEK PURCHASE OF PARCEL #012-3300-42-010:** The Town of Chetek has agreed to purchase this small tax deed parcel of land for \$200.00.
- E. **218A FICA TAX EXEMPTION:** The Department of Employee Trust Funds has confirmed that Barron County is allowed to establish a Public Retirement Plan for its part time employees working less than 1200 hours in any year.

**REVIEW VOUCHER EDIT LISTS:** Included in the packet. Administrator French answered questions from the Board.

**SUGGESTIONS FOR FUTURE AGENDA ITEMS:**

- A. Potential Closed Session Regarding Highway
- B. Replacement of HHS Client Management System
- C. Review of Insurance Coverages (Fraud & Cyber Security)
- D. 218A FICA Exception Trust Fund
- E. HealthJoy Data

**SET DATE FOR NEXT MEETING:** Friday, July 7, 2023 at 8:00AM.

**ADJOURNMENT:** Chair Okey adjourned the meeting at 9:48AM.

Respectfully Submitted,  
Jessica Hodek, Barron County Clerk