

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, April 1, 2025
TIME: 10:00 AM
PLACE: Courthouse – Conference Room #302

MEMBERS PRESENT: Laura Valenstein, Donna Rozar, Lance Pliml, Jake Hahn, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chair Valenstein called the meeting to order at 10:00 AM.
2. There was no public comment.
3. Motion by Rozar/Hahn to approve the consent agenda. Motion carried unanimously.
4. County Clerk Miner introduced the new Deputy County Clerk/Program Assistant, Suzanne Khang, to the committee. Miner presented his 2026-2030 CIP request to the committee. The source of the funding for the request is from the Elections Fund balance. Motion by Pliml/Rozar to approve the CIP as presented. Motion carried unanimously.
5. Wellness Coordinator Boeshaar reviewed updates of the Wellness Program.
6. Finance Director Yang reviewed the current status of the various fund balances within the county budget. Motion by Rozar/Pliml transfer unused levy, after audit entries, back to the general fund. Motion carried unanimously.
7. Yang presented a resolution amending the Edgewater Haven budget to fund the architectural design for the possible CBRF at that location. Motion by Rozar/Pliml to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. Yang presented another budget amending resolution transferring funds from the jail contingency to the Maintenance budget to fund the Courthouse HVAC project. Motion by Valenstein/Pliml to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
9. Yang presented a resolution amending the Highway Dept. budget allocating funding from underspent functions to those that went over budget. Motion by Hahn/Rozar to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
10. The next regular meeting will be held on Tuesday, May 6, 2025, at 10:30 AM.

11. Chair Valenstein adjourned the meeting at 10:29 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

