

## **MINUTES OPERATIONS COMMITTEE**

**DATE:** Tuesday, May 7, 2024  
**TIME:** 9:00 AM  
**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Laura Valenstein, Donna Rozar, Lance Pliml (WebEx), Jake Hahn, Joseph Zurfluh

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

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Chair Valenstein opened the floor for nominations as Vice Chair of the Operations Committee. Zurfluh nominated Rozar. There being no other nominations, Rozar was declared duly elected as Vice Chair of the committee.
4. Motion by Hahn/Rozar to approve the consent agenda. Motion carried unanimously.
5. Pliml reported that we are still waiting on preliminary numbers on the boiler project for the courthouse. This, as well as the water issue at Norwood, could change some projections for the use of ARPA funding.
6. Wellness Coordinator Boeshaar provided a departmental update.
7. Finance Director Newton provided a departmental update.
8. Newton presented a resolution to amend the DATCP Grant budget due to an increase in state aid revenues. Motion by Rozar/Zurfluh to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
9. Newton presented a resolution to amend the Health Fund budget due to additional expenses being covered by stop-loss insurance funding. Motion by Rozar/Hahn to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
10. Newton reminded the committee about the LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND (LATCF) dollars the county received and how these funds could be used to help fund various projects. The committee will review this as various budgeting allocations move forward.
11. Newton presented the proposed timeline for the debt resolution. A final number for the 2025 borrow will need to be finalized by the August committee meeting.

12. Edgewater Administrator Cielewicz reviewed the air handler compressor failure at the facility and discussed the costs and financing options available at this time. The parts have been ordered and should be in place by the second week of June. The financing portion will wait until the end of the year to determine if a transfer of funds will be needed.
13. The CIP Plan was reviewed. This is a fluid document that will be finalized as we funding sources are defined. This will be an ongoing discussion and agenda item.
14. McGrath & Sheriff Becker reviewed the compression issues within the Sheriff's Dept and a proposal to mitigate it. The proposal included wage adjustment for 3 administration positions, movement on call-in pay, clothing and shoe allowances, and comp time adjustments for the Lieutenants. Motion by Rozar/Hahn to approve the proposal as outlined. Motion carried unanimously.
15. In addition, the two captain rates are not at the same paygrade. Becker & McGrath propose that the Jail Captain and Operations Captain be in the same paygrade. Motion by Hahn/Pliml to approve the move of the Jail Captain position to the same paygrade as the Operations Captain position. Motion carried unanimously.
16. McGrath presented the updated Safety & Risk Management manual. She and Safety & Risk Specialist Flugaur answered questions. Motion by Hahn/Zurfluh to approve the updated manual as presented. Motion carried unanimously.
17. The next meeting date will be held on Tuesday, June 11<sup>th</sup> at 9:00 AM.
18. Chair Valenstein adjourned the meeting at 9:45 AM.

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

