

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Thursday, February 7, 2023
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Lance Pliml, Laura Valenstein, Adam Fischer (via Webex), Donna Rozar (via Webex)

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Jeff Penzkover, Dennis Polach, Kimberly McGrath, Ed Newton, Trent Miner, Ryan Boeshaar, Reuben Van Tassel, Sarah Christensen, Erik Engel, Sue Smith, Kim Stimac, Roland Hawk, Amy Kaup, Kelli Francis, Nick Flugaur, PaNyia Yang, Karli Tomsyck, Mary Schlagenhaft, Mary Solheim

The meeting was called to order by Chair Wagner at 9:00 a.m.

There were no public comments.

Motion (Pliml/Valenstein) to approve the consent agenda. Motion carried unanimously.

Pliml gave a brief update on ARPA funds.

Wellness Coordinator Boeshaar gave an update on Wellness Program activities.

Finance Director Newton provided an update on Finance Department activities.

Newton and Deputy Finance Director Yang provided brief summaries of 21 budget resolutions from various departments.

Motion (Pliml/Valenstein) to approve all 21 resolutions as presented. Motion carried unanimously.

Human Resources Director McGrath presented a resolution to amend the 2022 Property & Liability budget.

Motion (Valenstein/Pliml) to approve the resolution to amend the 2022 Property & Liability budget. Motion carried unanimously.

McGrath presented a resolution for, and final draft of, the Workplace Violence Prevention Policy. McGrath explained that there was only one change made since it was last presented to the Committee. Brief discussion ensued.

Motion (Pliml/Rozar) to approve the resolution for the Workplace Violence Prevention Policy. Motion carried unanimously.

McGrath presented a request to increase the salary grade of the Highway Engineer position. McGrath explained that the recruitment for the position has been ongoing for a year with no success and the increase will bring the position more in line with the market. Highway Commissioner Hawk provided additional information to the Committee. Brief discussion ensued.

Motion (Pliml/Valenstein) to approve the salary grade increase for the Highway Engineer position. Motion carried unanimously.

There were no comments from the chair.

Pliml stated that there may need to be a future agenda item related to the mill assessment appeal process.

The next regular Committee meeting is March 7, 2023 at 9:00 a.m.

Motion (Valenstein/Pliml) to adjourn the meeting at 9:40 a.m. Motion carried unanimously.

Minutes recorded and prepared by Kelli Francis. Minutes in draft form until approved at the next meeting.