

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, September 12, 2023

TIME: 9:00 AM

PLACE: Courthouse – Room 114

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

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

1. Chairman Wagner called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Fischer/Pliml to approve the consent agenda. Motion carried unanimously.
4. Pliml provided an ARPA update and indicated that once the county budget is done, the ARPA Committee will review all the requests and move forward.
5. Finance Director Newton provided a brief synopsis of the county budget.
6. County Clerk Miner presented the 2024 County Clerk budgets, reviewed variances, and answered questions. Motion by Valenstein/Pliml to approve the County Clerk budgets as presented. Motion carried unanimously.
7. Wellness Coordinator Boeshaar highlighted items on his report.
8. Boeshaar presented a newly updated Wellness Program Policy document for review. This document clarified the policy and actual practice. Motion by Rozar/Valenstein to approve the updated policy with the change from Executive Committee to Operations Committee reference in the document. Motion carried unanimously.
9. Treasurer Gehrt presented a resolution to deed a recent tax deeded property back to the former owner due to the filing of bankruptcy. Motion by Fischer/Pliml to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
10. Gehrt presented the 2024 County Treasurers budgets, reviewed variances, and answered questions. Motion by Pliml/Fischer to approve the County Treasurer budgets as presented. Motion carried unanimously.
11. Gehrt provided information regarding a parcel of land the county owns next to the Domtar property in the Village of Port Edwards. The parcel holds a statue of John Alexander and is of historical significance in the village and to Domtar. Domtar wishes

to survey the county land to carve out a section that would include the statue. Motion by Fischer/Pliml to allow the survey at Domtar's cost. Motion carried unanimously.

12. Newton provided a Finance Dept. update.
13. Newton presented a resolution to amend the 2023 DATCP budget within Land & Water Conservation for carryover funding from 2022. Motion by Fischer/Valenstein to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
14. Newton presented the 2024 Finance budget, reviewed variances, and answered questions. Motion by Valenstein/Pliml to approve the Finance budget as presented. Motion carried unanimously. Rozar excused at 10:00 AM.
15. Human Resources Director McGrath reviewed the county's current policy in regards to post-offer, pre-employment drug testing and the issues being faced by the current method of conducting those tests, as well as a department head survey taken regarding same. Motion by Fischer/Valenstein to move to a 4-panel, rapid test for the post-offer, pre-employment drug testing. Motion carried unanimously.
16. McGrath brought forward a referral by the HIRC Committee on holiday pay. Highway Commission Hawk stated that past practice has been to allow Highway Dept. employees to claim 10 hours of holiday pay while the highway department was working 4-10 hour days during the summer months. McGrath noted current county policy allows for only 10 holidays per year with a total of no more than 80 hours regardless of employee status. The committee requested more information regarding the various scenarios in the county a decision might affect.
17. McGrath presented the results from the recently conducted employee benefits survey.
18. McGrath presented the 2024 Human Resources budgets, reviewed variances, and answered questions. Motion by Pliml/Fischer to approve the Human Resources budgets as presented. Motion carried unanimously.
19. Items to be considered for next meeting:
 - a. Holiday Benefit hours
 - b. Limited Friday hours
20. The next regular meeting will be held on Tuesday, October 3rd at 9:00 AM.
21. The chair declared the meeting adjourned at 10:45 AM.

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

