

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, February 3, 2026

TIME: 10:00 AM

PLACE: Courthouse – Rm 300

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/Pliml to approve the consent agenda. Motion carried unanimously.
4. Wellness Coordinator Peterson provided a monthly update on Wellness programming.
5. Finance Director Yang presented 3 resolutions amending the 2026 budget to include:
 - Sheriff Traffic Safety – BOTS Grant
 - Edgewater Administration – CBRF Design carryover
 - Maintenance Capital Projects – HVAC project carryoverMotion by Rozar/Pliml to approve the aforementioned resolutions and forward onto the county board for their consideration. Motion carried unanimously.
6. Yang presented 9 resolutions amending the 2025 budget to include:
 - Corporation Counsel
 - Dispatch
 - Emergency Management
 - Land Conservation – DATCP
 - Parks – Administration
 - Parks – Capital Projects
 - Planning & Zoning – Land Record
 - Register in Probate
 - TreasurerMotion by Hahn/Zurfluh to approve the aforementioned resolutions and forward onto the county board for their consideration. Motion carried unanimously.
7. HR Director McGrath presented 2025 metrics based on turnover and usage of the recruitment and retention policy. Multiple documents denoting percentages and quantities were presented to the committee for review.

8. McGrath reviewed the current pay structure for the Clerk of Courts and Sheriff and the comparables coming in. These wages need to be set by the March meeting in order to comply with state statutes of having them set before the circulation of nomination papers. Once change being recommended was moving the Clerk of Courts to 2080 hours from 2015 hours, as this is the last constitutional officer at that rate. More information will follow next month.
9. The next meeting will be held on Tuesday, March 3, 2026, at 10:00 AM.
10. Chair Valenstein adjourned the meeting at 10:27 AM.

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

Operations Committee

February 3, 2026

NAME	REPRESENTING
Bill Gerdaring	web #15
JUSTIN CIBULKOWICZ	EDGEWATER
DENNIS POLACH	web - 14
Joe Smith	Heaven
Pamela LANG	Finance
Darrin Steinbach	Finance
Riley Peterson	Wellness
Kim McGrath	HR
Kelli Szymanski	HR
Shawn Beela	wcsd
G ELLIS	wcsd
Charles Haggerty	wcsd
Tara Haggerty	Private
Tara Wesner	Clerk of Courts
Heather Gehrt	Treasurer
Brian Vranich	WCHSD
Tony Bastien	DISPATCH
Amy Karp	IT
Nick Flanagan (Web Ex)	HR
Victoria Wilson (Web Ex)	PJ3
Amy Karp (Web Ex)	IT
Marissa Kornack (Web Ex)	Norwood
Tiffany Ringes (Web Ex)	Register of Deeds
Katie Webber (Web Ex)	Human Services
Brad Hamilton (Web Ex)	CB District 18