

**PROCEEDINGS OF THE BROWN COUNTY
ADMINISTRATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Administration Committee was held on Thursday, December 3, 2020 at the Central Library, 515 Pine St., Green Bay, WI 54301.

Present: Supervisor Schadewald, Supervisor Murphy, Supervisor Vander Leest, Supervisor Peters, Supervisor Hopkins

Also Present: Technology Services Director August Neverman, Child Support Administrator Maria Lasecki, Corporation Counsel David Hemery, Treasurer Paul Zeller, Director of Administration Chad Weininger, County Executive Troy Streckenbach; Supervisors John Van Dyck, Keith Deneys, Megan Borchardt; other interested parties

I. Call to Order.

The meeting was called to order by Chair Schadewald at 5:30 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to delete Items 5, 6, 11, 12 and move Item 21a after Item 2. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of October 15, 2020.

Motion made by Supervisor Hopkins, seconded by Supervisor Murphy to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

1. Review minutes of:

a. *None.*

Comments from the Public None.

Communications

2. Communication from Supervisor Dantine re: To look at ways to expand the internet services to the rural areas. *Referred from October County Board.*

Motion made by Supervisor, seconded by Supervisor to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Although shown in proper format here, Item 21a was taken at this time.

3. Communication from Supervisor Schadewald re: Request the Administration prepare an accounting of initial and ongoing costs of having computers for each supervisor. Also, I request the Administration do an RFP on computer software for meeting agenda and minutes capability. *Referred from October County Board.*

**Please note – Due to the feedback in the audio, distance of speakers and speakers wearing masks, much of the discussion was inaudible, however committee action is noted in the motion.*

Schadewald noted this was appropriate since they just saw the Granicus presentation. He felt they should see what would be the cost and run it parallel. Peters felt they needed a cost benefit analysis showing what the current cost of conducting business compared to using Granicus and purchasing

computers. TS Director August Neverman informed they had done this previously and that's why nothing has happened, there is always an additional cost. He believed the biggest thing was public access.

Supervisor Van Dyck stated they had been looking at this for quite a few years and felt at some point in time they have to look at an automated process verses sending out packets to everyone. He was in support of the communication and felt they should look into it deeper, find out what the different modules cost and how far they want to pay, there are some things they probably don't need.

Schadewald informed the previous County Board and County Board Chairman was advocating for more transparency, more public access, more updating and user friendly. There has been this growing concern but where they got stuck was this final part and that's what this committee had to deal with. They were at the part where they have to make some choices and let the board decide.

Supervisor Borchardt informed she had issues with her packets being lost in the mail and coming three months later.

Supervisor Deneys spoke in favor of going out for RFP. Schadewald noted Deneys was on the Administration Committee and part of a workgroup that looked at some of this.

Comments were made that this would be a timesaver, they believed this would offer staff some extra time as this would save with the labor of the printing. Another speaker felt an older audience expects to come and be a part of the meeting, younger people want to be online as well as elderly who can't attend in person.

Motion made by Supervisor Hopkins, seconded by Supervisor Vander Leest to request Technology Services prepare an accounting of the initial and ongoing costs for having computers for each supervisor. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Schadewald to request they do an RFP on computer software for agenda and meeting minutes capability.

Schadewald felt this was a lot of deja-vu from the last few years, they never get past this point as they always start talking about the add-ons. He felt this was where they should start and they can look at their options. There were a lot of counties and it would behoove their committee to talk to those counties and ask what they like about the system and what they don't, etc.

A brief discussion ensued with regard to the dollars.

Motion made by Supervisor Hopkins, seconded by Supervisor Peters to direct the TS Department to prepare options on computer software for meeting agenda/minutes capability and voting. Vote taken. MOTION CARRIED UNANIMOUSLY

Budget Adjustment Requests

***3a. Budget Adjustment Request (20-086): Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.**

County Executive Troy Streckenbach spoke to this. These funds will be used to produce report card, updated phosphorus load assessment, and long term loading trend analysis for Alliance for Great Lakes grant matching. These are critical measurers needed for federal and state funding.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Resolutions & Ordinances

4. Resolution Supporting Increased Funding for Aging and Disability Resource Centers (20-112R).

Motion made by Supervisor Peters, seconded by Supervisor Murphy to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY

- ~~5. Resolution to Authorize Easement between Brown County and NEW Water for Underground Utilities to Benefit Fairgrounds Development (20-113R).~~

- ~~6. Resolution to Authorize Reciprocal Easement between Brown County and Private Parcel within Park Boundaries (21-114R).~~

7. Resolution Regarding Table of Organization Change for the Port & Resource Recovery Department – Resource Recovery Associate (20-117R).

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

8. Resolution of Standing Committee to Create New Sub Committee or New Ad Hoc Committee (20-118R).

Motion made by Supervisor Peters, seconded by Supervisor Murphy to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

9. Resolution Regarding Table of Organization Change for the Health & Human Services Department – Community Services Division Clerk III/Data Control (20-119R).

Van Dyck questioned why the Table of Organization Changes were coming to this committee. Schadewald felt we were headed in the right direction but wasn't sure if they covered it when they made the change so they might have to make a few more changes. Director of Administration Weininger briefly explained the history and what needed to be done moving forward. Schadewald stated they will look at what they do with TO changes. Chapter 2 is an evolving creature, it always has been. They will learn and do better.

Motion made by Supervisor Hopkins, seconded by Supervisor Vander Leest to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

10. Resolution Regarding Table of Organization Change for the Sheriff's Department.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

- ~~11. Resolution to Approve Underground Telecommunication Easement on the Devils River State Trail (20-121R).~~

- ~~12. Resolution to Approve Underground Gas Pipeline Easement on the Mountain Bay State Trail (20-122R).~~

13. Resolution in Support of Increased Child Support Funding (20-123R).

Motion made by Supervisor Peters, seconded by Supervisor Hopkins to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

14. Resolution Authorizing Entering Into a Contract Entitled: "Chief Elected Officials (CEO) Consortium Agreement Between the Counties of the Wisconsin Bay Workforce Development Area" (Hereafter

Referred to as the "Contract" (20-124R).

Corporation Counsel Dave Hemery informed this was a contract the county has entered into for a number of years. He felt it was important to bring before this committee and the board. A clause in the contract creates an unknown financial liability to the county if the organization misuses WIOA grant funds.

Schadewald remembers this, this workforce development money was sometimes regional monies so sometimes the larger county might get more money. He was an advocate of it as the understanding was the Federal Government had requirements and everyone should know that. Part of this contract means they want to look at what's going on.

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkin to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

***14a. Resolution to Authorize Advance to PMI to Operate the Resch Exposition Center (20-127R).**

Weininger requested that this be referred back to Administration.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to refer back to Administration. Vote taken. MOTION CARRIED UNANIMOUSLY

Legal Bills

15. Review and Possible Action on Legal Bills to be paid.

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

County Clerk

16. Budget Status Financial Report for October 2020 – Unaudited.

Motion made by Supervisor Peters, seconded by Supervisor Murphy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Budget Adjustment Request (20-082): Any increase in expenses with an offsetting increase in revenue.

Weininger spoke to this, these funds were awarded to the County Clerk's Office through available HAVA funding for the purpose of improving election security. In order to garner the funds, a grant narrative was submitted outlining how the funds were intended to be used if received. Additionally, certain IT benchmarks were required before funds were awarded. As such, the below transfers distribute the funds to the proper County Clerk and Information Technology budget accounts.

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

***17a. Discussion of current safeguards against voter fraud in Brown County elections.**

Schadewald informed they had a resolution proposal by Supervisor Peters. He was hoping to approve and present at the December County Board meeting.

Hopkins stated he was for fair elections but was confused with what they were discussing as he hasn't received any calls. He questioned if there was something that happened in Brown County where they have evidence of fraud that they need to fix or were there local county issue that they were aware of. The Secretary of State and Attorney General has come out and said they don't see

anything going on in the state.

Schadewald informed Peters talked to him about this, that's why its current safeguards against voter fraud. It's not just Brown County. His resolution suggests looking at our election process and when April comes along for the next election, let's have state legislature make sure and everyone knows ahead of time it's a good fair election. It's a resolution to the state legislature so that citizens gain confidence in the electoral process, which he can agree with.

Motion made by Supervisor Peters, seconded by Supervisor Vander Leest to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Child Support

18. Budget Status Financial Report for October 2020 – Unaudited.

Child Support Administrator Maria Lasecki stated they were trending lower than anticipated in expenses largely based on the pandemic and quite a few open positions.

Motion made by Supervisor Hopkins, seconded by Supervisor Vander Leest to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

19. Director Summary.

Child Support Director Maria Lasecki informed they were busy. In terms of a Covid update, they had done some shifting around of positions in support services so they were 100% telework which was allowing their specialists more office time which was much needed. They were trying to manage the number of people on the floor. Whether onsite or offsite they were doing a terrific job!

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Technology Services

20. Budget Status Financial Report for October 2020 – Unaudited.

Motion made by Supervisor Murphy, seconded by Supervisor Peter to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

21. DoTS Monthly Report.

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

a. Granicus Demo/Presentation.

Matthew Howell and Steve Laner from Granicus were present. Howell was the Account Executive for the region, he gave a brief overview of one of their solutions iLegislate with Granicus, one of two solutions for government officials with regard to agenda management by digitally reviewing meeting agendas, supporting documents as they come in and as well as meeting recordings. Granicus is dedicated to the concept of digitizing the experience of citizens and their local governments. They helps agencies go green with a paperless system to review agendas. He briefly explained how they will interact with the agendas for the various meetings.

Treasurer

22. Review of Treasurers Dept. Budget Performance Report through October 2020 – Unaudited.

Motion made by Supervisor Murphy, seconded by Supervisor Peters to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

23. Treasurer's Report.

Treasurer Zeller spoke to producing property tax bills and their two-step process. They're projecting the tax bills will go out the middle of next week.

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

24. Discussion and possible action on the sale of the following tax deed parcel from the Wisconsin Surplus Online Auction ending 11-13-2020:

<u>Parcel #</u>	<u>Address</u>	<u>Municipality</u>	<u>Min. Starting Bid</u>	<u>High Auction Bid \$</u>
21-293-2	2123 Eastman Ave.	Green Bay 54302	\$ 3,500	\$ 3,900

Proposed Conditions of Sale:

1. Buyer is responsible for 2020 Property Taxes.
2. Buyer to pay any delinquent water & sewer utility bills presented.
3. Buyer to pay outstanding special assessments and/or special charges.
4. Conveyance to be via Quit Claim Deed only.

Motion made by Supervisor Vander Leest, seconded by Supervisor Murphy to accept the high auction bid of \$3,900 plus \$30 for Parcel 21-293-2 2123 Eastman Avenue to Jasmin Plancarte. Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in proper format here, the committee went back to Item 3 at this time.

Administration and Human Resources

25. Budget Adjustment Log.

Motion made by Supervisor Peters, seconded by Supervisor Hopkins to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

26. Open Enrollment (Benefits).

Weininger spoke to this (inaudible). No action was needed.

27. Director's Reports.

Weininger spoke to his written report located in the agenda packet material.

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Corporation Counsel

28. Budget Adjustment Request (20-084): Reallocation between two or more departments, regardless of amount.

This was a request to use contingency funds for ongoing legal services in Corporation Counsel Office pertaining to the Brown County Taxpayers Association sales tax lawsuit, and to the Gannet Co., Inc./Green Bay Press Gazette Public Records lawsuit. Approximately \$35,000 of this is needed immediately for incurred bills, and the other \$65,000 is needed for anticipated bills.

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

- *28a. Discussion and Possible Action regarding the 12-31-2020 expiration of the Families First Coronavirus Response Act (FFCRA), which provides up to 80 hours of additional paid sick leave, as well as paid Expanded Family and Medical Leave (EFML).**

**Motion made by Supervisor Peter, seconded by Supervisor Hopkins to direct Corporation Counsel to prepare a resolution to extend the Families First Coronavirus Response Act (FFCRA) until February 17, 2021 and provide up to 40 hours of paid Expanded Family and Medical Leave (EFML).
Vote taken. MOTION CARRIED UNANIMOUSLY**

- 29. Oral Report.**

No report, no action needed.

Other

- 30. Audit of bills.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Hopkins to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

- 31. Such other matters as authorized by law.**

- 32. Adjourn.**

**Motion made by Supervisor Murphy, seconded by Supervisor Vander Leest to adjourn at 7:30 pm.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

**Alicia Loehlein
Administrative Coordinator**

December 16, 2020

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REQUESTING THE STATE TO REVIEW ELECTION METHODS AND PROCEDURES IN ORDER TO ENSURE TRANSPARENT AND HONEST ELECTIONS

WHEREAS, the Brown County Board of Supervisors recognizes that, as citizens of the greatest nation ever, we can all agree that the most fundamental and sacred right of American citizenship is our right and obligation to choose our own government; and

WHEREAS, as such, we all must have confidence in our voting methods and procedures, which we rely upon to elect officials to represent our interests locally, state-wide and federally; and

WHEREAS, it is desirable for the Brown County Board of Supervisors to request that the State of Wisconsin conduct a thorough review of the methods & procedures used to ensure election integrity, and that any 'weak' methods and procedures, or those that potentially invite fraud, be modified in time to ensure that the April 2021 election, and all elections going forward, are conducted in a highly credible manner, giving all voters confidence that the election methods, procedures and resulting electoral outcomes in the State of Wisconsin are valid.

NOW, THEREFORE BE IT RESOLVED that the Brown County Board of Supervisors hereby requests that the State of Wisconsin conduct a thorough review of the methods & procedures used to ensure election integrity, and that any 'weak' methods and procedures, or those that potentially invite fraud, be modified in time to ensure that the April 2021 election, and all elections going forward, are conducted in a highly credible manner, giving all voters confidence that the election methods, procedures and resulting electoral outcomes in the State of Wisconsin are valid; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded by the County Clerk to the Governor of the State of Wisconsin, State Senators and State Representatives representing Brown County, the Secretary of the Wisconsin Department of Administration and to the Wisconsin Elections Commission for consideration and action.

Fiscal Note: (*To be Completed by County Director of Administration*)

Respectfully submitted,

ADMINISTRATION COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

20- (*To be Numbered by County Administration*)

Authored by: District 22 Supervisor Tom Peters

Approved by: (*To be Reviewed and Approved by Corp Counsel*)

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
CHU	3				
DORFF	4				
JACOBSON	5				
LEFEBVRE	6				
FRIBERG	7				
BORCHARDT	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
MURPHY	15				
KASTER	16				
VAN DYCK	17				
HOPKINS	18				
ERICKSON	19				
COENEN	20				
SCHULTZ	21				
PETERS	22				
SUENNEN	23				
SCHADEWALD	24				
LUND	25				
DENEYS	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____



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21a