

**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, July 27, 2023 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay.

Present: Supervisor Lund, Supervisor Vander Leest, Supervisor Peters, Supervisor Lefebvre
Excused: Supervisor Schadewald
Also Present: Director of Administration Chad Weininger, Child Support Director Maria Lasecki, Director of IT Kirsten Holland, County Clerk Patrick Moynihan, Jr., and Supervisor Theno

I. Call to Order.

The meeting was called to order by Vice-Chair Lund at 5:30 p.m.

II. Approve/Modify Agenda.

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

III. Approve/Modify Minutes of June 22, 2023.

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

Comments from the Public None.

Consent Agenda

1. Minutes of Benefits Advisory Committee of June 8, 2023.
2. County Clerk – Budget Status Financial Report for May 2023 – Unaudited.
3. Treasurer – Budget Status Financial Report for May 2023 – Unaudited.
4. Administration – Budget Adjustment Log.
5. Audit of the bills.

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

Child Support

6. **Child Support Director’s Report.**

In addition to her written report, provided in the agenda packet, Child Support Director Maria Lasecki announced funding passed so they were in good shape. She was heading to Anaheim, California to do a presentation at the National Child Support Enforcement Association (NCSEA) Leadership Symposium. Her staff will be doing statewide training on September 7 & 8 on procedural justice, they will provide insight and examples to all 72 counties and five tribes at the state’s request.

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

Information Technology

7. IT Director's Report.

As a follow up, IT Director Kristen Holland referred to her written report, provided in the agenda packet, and informed IA does plan to complete a surprise audit one a year and they receive IT self-audits monthly.

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

BCCAN

8. BCCAN Director's Report. *Written report provided in the agenda packet.*

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

Treasurer

9. Director's Report. No report, no action needed.

County Clerk

10. County Clerk's Report. *Written report provided in agenda packet, no further discussion.*

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

Administration & Human Resources

11. Director's Reports.

Director of Administration Chad Weininger informed they were spending a majority of their time working on the budget. They were working on their biannual newsletter, which was packed full of good information that they accomplished over the last two years.

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

Corporation Counsel

12. Oral Report.

Corporation Counsel David Hemery reminded the committee of the Special Admin meeting for August 3rd at 5:30pm to discuss Bug Tussel. It will then go before the September County Board.

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

Action Items including Proposed Resolutions, Ordinances, and Budget Adjustments

13. Legal Bills - Review and Possible Action on Legal Bills to be paid.

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

14. Resolution Adopting Brown County's 2024 Six-Year Capital Improvement Plan.

Weininger informed this was just a large plan. There were a lot of projects, not all will get funded, but they were all the things department heads have talked to them about.

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

15. Discussion with Possible Action re: Use of Contingency Funds.

Weininger informed the county used to own a large section of Baird Creek but donated it to the City of Green Bay to run. As part of that they have the Baird Creek Preservation Foundation and they approached the county, looking for a way for the county to help fill the gap of \$35,000 for a very large bike trail. The trail was a big deal and brought a lot of money to the community but the donation will help the county promote, recruit volunteers and expand their Pals and Foster Care Programs by giving folks activities to do out there.

Motion made by Supervisor Vander Leest, seconded by Supervisor Lefebvre to approve \$35,000 for Triangle Sports Area. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

16. Communication from Supervisor Evans re: To review, discuss, and take action on increasing the mileage reimbursement to the Federal guidelines for Brown County employees. *December Admin motion: to have Administration report back to the July meeting on the consequences.*

Weininger informed they had to change their accounting to account and keep track of the mileage in a separate account, they'll have that number for them if they want to do something during the budget. A brief discussion followed regarding expanding the fleet.

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

Closed Session

17. Closed Session (Three Topics): 1) Oneida Nation Service Agreement; 2) Sheriff's Department Non-Supervisory Labor Agreement; and 3) In Rem Litigation:

a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into Closed Session:

Pursuant to Wis. Stats. Sec. 19.85(1)(e), for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (regarding Oneida Nation Service Agreement and Sheriff's Department Non-Supervisory Labor Association Contract); and

Pursuant to Wis. Stats. Sec. 19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (regarding In Rem Litigation);

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to move into closed session at 5:49 p.m. Roll Call: Vander Leest, Lund, Lefebvre, Peters. MOTION CARRIED UNANIMOUSLY

b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Administration Committee shall convene into Closed Session:

Pursuant to Wis. Stats. Sec. 19.85(1)(e), for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (regarding Oneida Nation Service Agreement and Sheriff's Department Non-Supervisory Labor Association Contract); and

Pursuant to Wis. Stats. Sec. 19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning

strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (regarding In Rem Litigation); and

Motion made by Supervisor Vander Leest, seconded by Supervisor Peters to reconvene to open session at 6:24 p.m. Roll Call: Vander Leest, Lund, Lefebvre, Peters. **MOTION CARRIED UNANIMOUSLY**

c. Reconvene into Open Session: The Brown County Administration Committee shall reconvene into Open Session for possible voting and/or other action regarding the above-mentioned matters that were discussed in Closed Session, and/or regarding other Agenda items.

No action taken.

18. **Such other matters as authorized by law.** Special Meeting, Thursday August 3rd @ 5:30 p.m.

19. **Adjourn.**

Motion made by Supervisor Peters, seconded by Supervisor Vander Leest to adjourn at 6:25 p.m. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Respectfully Submitted,

Patrick W. Moynihan, Jr.
Recording Secretary

Alicia A. Loehlein
Legislative Specialist - Transcriptionist