

PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a meeting of the **Brown County Executive Committee** was held on Monday, June 9, 2014 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Tom Lund, Supervisor Erickson, Supervisor Moynihan, Supervisor Evans, Supervisor Buckley, Supervisor Fewell
Excused: Supervisor VanderLeest
Also Present: Supervisors Van Dyck, Landwehr. Executive Streckenbach, Chad Weinger, Brent Miller, Jeremy Kral, Cullen Peltier, Bob Bousley, Dan Process, Chuck Lamine, Jeff DuMez, and other interested parties.

I. **Call Meeting to Order:**

The meeting was called to order by Supervisor Tom Lund at 5:30 p.m.

II. **Approve/modify agenda:**

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to approve.

Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Election of Vice-Chair.**

Nomination made by Supervisor Evans, seconded by Supervisor Erickson for Patrick Moynihan as Vice-Chair of the Executive Committee. Nominations Closed. Patrick Moynihan elected as Vice-Chairman of the Executive Committee by unanimous ballot.

IV. **Set time and date for regular meetings.**

Although Supervisor Evans preferred a 6 p.m. start, the consensus was to keep the 5:30 time.

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to schedule the Executive Committee the first Monday before the County board meeting on the 3rd Wednesday of the month at 5:30 p.m. Vote taken.

Ayes: Erickson, Moynihan, Buckley, Fewell, VanderLeest

Nay: Evans.

MOTION CARRIED 4-1

V. **Approve/modify Minutes of May 12, 2014 and May 21, 2014.**

Motion made by Supervisor Evans, seconded by Supervisor Moynihan to approve.

Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public: None

Proclamation

1. Final Approval of Brown County proclaiming June 14, 2014 as "National Flag Day".

Supervisor Erickson read the Proclamation for June 14, 2014 as "National Flag Day" into the record as provided by the Elks Club, Green Baby Lodge 259.

Supervisor Evans questioned how this request for approval of June 14, 2014 as Flag Day came about, pointing out that this date is already recognized as Flag Day. Evans indicated that he would support the proclamation, however, expressed concern that a precedent was being set that may be seen as opening the door to other issues. The consensus was that it is merely a reaffirmation.

**Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to approve.
Roll Call: Evans, Erickson, Lund, Moynihan, Buckley. MOTION CARRIED UNANIMOUSLY**

Communications

- 2. Communication from Supervisor Campbell re: Request to establish a Personnel Committee for Brown County to improve employee communications in Brown County. *Held for a month.***

Supervisor Buckley, working with Supervisor Campbell on this request, asked that the communication be held for one month for further information.

Motion made by Supervisor Buckley, seconded by Supervisor Evans to hold for one month for further information. Vote taken. MOTION CARRIED UNANIMOUSLY

- 3. Communication from Supervisor Van Dyck re: To provide better continuity between programming objectives & corresponding facility requirements and to better coordinate future facility improvements for museum and library facilities under the jurisdiction of the Education and Recreation Committee.**

Supervisor Van Dyck stated he believed the communication was self-explanatory with regard to the coordinating of maintenance and improvements of the museum and library facilities.

Supervisor Evans indicated that he would support the communication, however, Supervisor Moynihan questioned how this coordination would occur. Supervisor Erickson opined that it was unclear as to just what was being asked with regard to improvements which should fall under the Facilities Department.

**Motion made by Supervisor Evans, seconded by Supervisor Moynihan to approve.
Vote taken. Nay: Erickson. MOTION CARRIED 4-1**

- 4. Communication from Supervisor LaViolette re: Hold County Board meeting at 6:30 p.m. Supervisor LaViolette was not present.**

**Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to hold for one month.
Vote taken. MOTION CARRIED UNANIMOUSLY**

- 5. Communication from Supervisor Erickson re: Have Internal Auditor or Administration produce a quarterly status financial report and mail to all the Supervisors so we can keep a closer eye on the budget.**

Supervisor Erickson pointed out that all committees do not see the Department Budget Status Financial Reports until they are being asked at the County Board for approval of department shortfalls. Most often the report is received and placed on file at committee level. He requested that a quarterly report with specific dollar amounts and any potential shortfalls be provided. Committee members agreed that Board members need to see what is coming up so they are better informed before being asked to approve shortfalls.

Supervisor Fewell arrived at 5:49 p.m.

Internal Auditor Dan Process distributed budget reports he had compiled for review. He pointed out that this new format should help with inconsistencies and better identify what was being provided.

Motion made by Supervisor Erickson, seconded by Supervisor Buckley to direct Internal Auditor to create a quarterly budget status report with graphs that will show potential shortfalls and other details. Vote taken. MOTION CARRIED UNANIMOUSLY

Vacant Budgeted Positions (Request to Fill)

6. Circuit Court – Office Manager II - Vacated 5/12/14.
7. Clerk of Circuit Court – Clerk/Typist I - Vacated 5/26/14.
8. Clerk of Circuit Court – Court Coordinator - Vacated 5/27/14.
9. Clerk of Circuit Court – Deputy Clerk of Courts I (.8 FTE) - Vacated 6/3/14.
10. Health – Public Health Sanitarian - Vacated 5/16/14.
11. Human Services – Social Worker/Case Manager (Nursing Home) - Vacated 5/21/14.
12. Human Services (CTC) – Community Treatment Program Worker - Vacated 6/6/14.
13. Planning & Land Services – GIS Technician - Vacated 5/27/14.
14. Public Works – Highway Superintendent (x2) - Vacated 6/4/14, 6/12/14.
15. Sheriff – Civil Process Clerk - Vacated 6/20/14.
16. Zoo & Park Management – Operations Manager - Vacated 6/2/14.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to suspend the rules to take Items 6-16 together. Vote taken. Nay: Buckley. MOTION CARRIED 5-1

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve Items 6-16. Vote taken. Nay: Buckley. MOTION CARRIED 5-1

Legal Bills

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

Motion made by Supervisor Erickson, seconded by Supervisor Evans to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

Reports

18. County Executive Report.

Executive Streckenbach reported that UWGB had hired a new Chancellor. The individual that ranked high with county staff was the individual that was announced by UWGB. That was very important because they were going to need the university to be behind the county 100% with regard to the Business and Technology Park. With that announcement the county will be sending out the community assessment, primarily to businesses and individuals involved in the initial meeting. Engage with the individual business owners in the area to find out what they were doing in regard to overall research and possibly connecting them with UWGB, NWTC, the Medical College of Wisconsin along with St. Norbert College. They were excited about that process moving along.

The Executive encouraged supervisors to attend MilkSource in Oshkosh on Thursday, June 12, 2014 where they will see the operation of a digester. He also reported that a \$300,000 grant was received from WPS to conduct a feasibility study.

Budget discussions were being scheduled to address such items as Renard Island, detox centers, and several other issues.

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

19. Internal Auditor Report.

a. **Board of Supervisors Budget Status Financial Report for April, 2014.**

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

20. Human Resources Report.

Human Resources Director Brent Miller read a letter addressed to Jason Beck, Clerk of Circuit Court, from Judge William Atkinson announcing that his last day in office will be Tuesday, July 1, 2014 (attached).

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

Resolutions, Ordinances

21. Resolution re: Change in Table of Organization for the Human Services Department Social Worker/Case Manager.

**Motion made by Supervisor Evans, seconded by Supervisor Buckley to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY**

22. Resolution re: Authority to Execute a 2014 Agreement with the Brown County Community Treatment Center Registered Nurses.

**Motion made by Supervisor Evans, seconded by Supervisor Erickson to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY**

23. Resolution re: Step Increase for a Public Safety Communications Supervisor.

For clarification, Public Safety Communications had five FTE Communications Supervisors currently classified at Step 3 of Pay Grade 17 of the Class & Comp plan and one at Step 1 of Pay Grade 17. This resolution increased the one position to Step 3 of Pay Grade 17 to be equal to the rest. This increase does not require an appropriation from the General Fund, but will be covered within the department's 2014 budget.

**Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to approve.
Vote taken. MOTION CARRIED UNANIMOUSLY**

CLOSED SESSION pursuant to Wis. Stat. § 19.85 (1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Discussion, strategy, representation and possible action regarding Interest arbitration for the Non Supervisory Deputy Sheriff's Labor Contract.

Notice is hereby given that the governmental body will adjourn into a closed session during the meeting on the above, as authorized pursuant to Section 19.85 (1)(e) and (1)(g) of the Wisconsin Statutes, and Pursuant to Wis. Stat. § 111.70 as allowed for purposes of negotiating and collective bargaining, which authorizes the governmental body to convene in closed session for the purpose of:

a. Deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stat. § 19.85 (1)(e)

Reconvene into Open Session:

Discussion, strategy, representation and possible action regarding Interest arbitration for the Non-Supervisory Deputy Sheriff's Labor Contract.

No closed session required. Mr. Miller informed the committee there was no need for a closed session. After he meets with the Union, he will report back.

Other

24. Such other matters as authorized by law. None.

25. Adjourn:

**Motion made by Supervisor Evans, seconded by Supervisor Moynihan to adjourn at 6:09 p.m.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein
Recording Secretary

Rae G. Knippel
Transcription

CLERK OF CIRCUIT COURT

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JASON B. BECK
CLERK OF CIRCUIT COURT

MICHELE CONARD
CHIEF

NEIL A BASTEN
FINANCIAL OPERATIONS MANAGER

June 9, 2014

JUDGE WILLIAM ATKINSON
100 SOUTH JEFFERSON ST
GREEN BAY, WI 54305

Judge Atkinson,

Earlier this year I announced I was not going to be seeking another term of office. My original intent was to finish off this term. However, I have recently acquired a client for the new business I am starting. This has occurred quicker than I had anticipated and has thus caused me to move up my time table.

My last day in office will be Tuesday July 1st.

It has been an honor serving the citizens of Brown County, the Judges, and the Court System.

Sincerely,

Jason B Beck
Clerk of Circuit Court
Brown County, WI

Cc: Troy Streckenbach, Brown County Executive
Brent Miller, Brown County Human Resources Director