

**Walworth County Board of Supervisors  
Executive Committee Meeting Minutes  
Monday, June 17, 2019  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair David Weber called the meeting to order at 10:00 a.m.

Roll call confirmed all members were present: Chair David Weber, Vice Chair Charlene Staples, and Supervisors Dan Kilkenny, Susan Pruessing and Nancy Russell. A quorum was declared.

**Others in Attendance**

County staff: County Administrator David Bretl; Director of Health and Human Services Elizabeth Aldred; Lead Investigator/Deputy Medical Examiner Gina Carver; Captain of Communications Jamie Green; Director-Public Works Richard Hough

Members of the public: Town of Linn Fire Officials Pete Jones and Daniel Pitt; Lake Geneva Fire Chief/Chair of the Fire/EMS Study Committee John Peters; Sharon Fire Chief/Chair of the Walworth County Emergency Communications Advisory Committee Bruce Vander Veen; Katherine Gaulke and P.A. Guilfoyle, Elkhorn, Wisconsin

**Vice Chair Staples made a motion, seconded by Supervisor Russell, to approve the agenda as presented. Motion carried by voice vote.**

**Vice Chair Staples moved to approve the May 20, 2019 meeting minutes with the inclusion of corrections to titles on page 2 requested by Captain Jamie Green of the Sheriff's Department. Supervisor Russell seconded the motion and it carried 5-0.**

**Public Comment** – Chair Weber told the members in the audience that their input was welcome when the agenda items they are interested in were discussed.

**Consent Items** – expense/mileage reimbursement claims submitted by:

- Richard Kuhnke, Sr., county representative on WRRTC, in the amount of \$125.40

**Supervisor Pruessing made a motion, seconded by Vice Chair Staples, to approve Richard Kuhnke's expense/mileage reimbursement claim. Motion carried 5-0.**

**Appointments. Recommendations regarding County Administrator's nominations:**

- Community Action Board – appointment of Carlo Nevicosi and Alan Kupsik

Vice Chair Staples asked if Alan Kupsik's proposed position on the Community Action Board had to be filled by an elected official and, if so, is Mr. Kupsik still serving as an elected official. County Administrator David Bretl said he would confirm Mr. Kupsik's eligibility before the County Board meeting. **Vice Chair Staples made a motion, seconded by Supervisor Russell, to approve the appointments of Carlo Nevicosi and Alan Kupsik to the Community Action Board. Motion carried 5-0.**

- County Committee on Housing Sexually Violent Persons – appointment of Lisa Kadlec and Dale Drayna

Bretl said current members on the Committee often meet together at internal staff meetings. The purpose of expanding the membership is to avoid having a quorum of members present at a non-committee meeting. **Supervisor Kilkenny made a motion, seconded by Supervisor Russell, to recommend the appointments of Lisa Kadlec and Dale Drayna, contingent upon approval of the Ordinance Amending Section 2-245 of the Walworth County Code of Ordinances Relating to County Committee on Housing Sexually Violent Persons. Motion carried 5-0.**

### Unfinished Business

- Ordinance Amending Section 2-144 of the Walworth County Code of Ordinances Relating to Hearing/Presentation Time Limits at County Board Committee Meetings

Bretl said he included the directive from the County Zoning Agency on time limits at their meetings, on page 1, Line 21, and continuing to the next page on Line 6. This Committee directed him to add some language to ensure that other committee meetings do not run past two hours or the time allotted before the next scheduled meeting. The new language is in subsection (5) on page 3 of the ordinance. Supervisor Russell asked that the committee meetings listed under subparagraph (1) on page 2 of the ordinance be re-listed to show the order of when committees meet during the regularly scheduled committee week. Bretl added that he would revise the appropriate Administrative Procedures to have department heads be more proactive on informing presenters of time constraints. **Supervisor Kilkenny made a motion, seconded by Supervisor Russell, to approve the ordinance with the change to the committee meeting listing as recommended by Supervisor Russell. Motion carried 5-0.**

### New Business

- Ordinance Amending Section 2-245 of the Walworth County Code of Ordinances Relating to County Committee on Housing Sexually Violent Persons

**Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to recommend the approval of the ordinance amending Section 2-245 of the Code relating to County Committee on Housing Sexually Violent Persons. Motion carried 5-0.**

- Buffalo County Resolution #19-04-14 – A Resolution to Create a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans

Bretl said the County approved a similar resolution supporting the procedure a couple of years ago. He said the Committee could direct him to draft another resolution or place the item on file. **Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to direct the County Administrator to draft a Walworth County resolution including language similar to Buffalo County's, and to recommend approval of the resolution. Motion carried 5-0.** Supervisor Russell said she would mention the County's resolution at the Wisconsin Counties Association (WCA) annual meeting.

- Resolution Recognizing and Commending Bradley Michael Kinsch on his Achievement of the Rank of Eagle Scout

Chair Weber said attaining the rank of Eagle Scout is a significant achievement, especially given all the other activities teenagers are currently involved in. **Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to recommend approval of the resolution recognizing Bradley Michael Kinsch. The motion carried unanimously.**

- Resolution Supporting Wisconsin 2019 Assembly Bill 142 Proposing to Create Wis. Stats. Sections 71.07(8m), 71.07(8n) and 71.10(4)(ct) and (cu) Relating to the Creation of Two Tax Credits for Voluntary Emergency Responders

Bretl said the resolution is supported by the Fire/EMS Study Committee. Sharon Fire Chief Bruce Vander Veen said the tax credits may help motivate individuals to volunteer. Lake Geneva Fire Chief John Peters said he is grateful that positive steps are being taken, however small, to recognize the efforts of volunteer firefighters and emergency responders. **Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to recommend approval of the resolution to create tax credits for voluntary emergency responders. Motion carried 5-0.**

- Correspondence from County Administrator David Bretl regarding a resolution from the Fire/EMS Study Committee requesting the County Board to include funding in the 2020 budget to study the merits of a consolidated Public Service Answering Point (PSAP) operated independently of the Sheriff's Office

Bretl said the Fire/EMS Study Committee is asking the County Board to support a study of the merits of a consolidated Public Service Answering Point (PSAP) in Walworth County. This would be a dispatch center separate from the Sheriff's Office. Currently, there are four PSAPs in Walworth County: Delavan, Lake Geneva, Whitewater and the Sheriff's Office. Lake Geneva Fire Chief/Chair of the Fire EMS Study Committee John Peters, Sharon Fire Chief/Chair of Walworth County Emergency Communications Advisory Committee Bruce Vander Veen, Deputy Fire Chief of the Town of Linn Dan Pitt, and Sheriff's Office Communications Captain Jamie Green were available for comment and input. Peters said the Fire/EMS Study Committee was formed to identify critical issues and to develop recommendations for fire and emergency service provisions. One of the recommendations the Committee developed is to consider an independent, centralized dispatch center. He emphasized the critical importance of the 911 operator who dispatches emergency services. The Committee decided it would best serve all involved if an independent party conducted the feasibility study to make fact-based recommendations. Captain Green said this study is separate from the Sheriff's Office communications project and dispatch workflow study. Bretl said the County is not in a position to allocate funds for the study at this point, but if the Committee feels the study is warranted, he asked that it provide conceptual approval. Supervisor Russell stated she has been attending the Fire/EMS Study Committee meetings. The group has studied the issues in depth, and through discussion and compromise have identified priorities and developed recommendations. She supports the study. Vander Veen thanked the County for their proactive efforts in forming the Fire/EMS Study Committee in response to the crisis departments are currently facing with lack of resources and personnel. He added most issues need to be solved at the local level; however, local departments cannot support their own 911 systems. Vander Veen said with the radio communications project and the workflow study, it is an opportune time to study the merits of a separate dispatch center. Vander Veen distributed letters of support for the study from the Town of Delavan Fire Department, Darien Fire and EMS, Lauderdale-LaGrange Fire Department and Bloomfield Genoa City Fire and Rescue. Dan Pitt stated it is important to conduct an independent study to derive objective input. Captain Green stated that all of the agencies support the Sheriff's Office single-frequency countywide radio system project. **Vice Chair Staples made a motion, seconded by Supervisor Russell, to approve the concept of studying the merits of a consolidated Public Service Answering Point (PSAP) operated independently of the Sheriff's Office, and to include funding for the study in the 2020 budget, if feasible. Motion carried 5-0.**

- Walworth County Medical Examiner's Office Excellence in Donation Award for 2018  
Lead Investigator/Deputy Medical Examiner Gina Carver announced that Versiti Organ and Tissue Donation presented the County's Medical Examiner's Office with the Excellence in Donation Award for 2018. Carver said her office contacts donor agencies when there is a death in Walworth County, and offers families the option to donate tissue and organs. Thus far, 120 families have cooperated. The Medical Examiner's Office has incorporated this consistent practice as part of their regular duties.

**Reports/announcements by Chairperson** – There were none.

**Confirmation of next meeting date and time:** The next business meeting was confirmed for Monday, July 15, 2019 at 10:00 a.m.

### **Claims and Litigation**

The Committee convened in closed session at approximately 10:52 a.m. on motion and second by Supervisor Kilkenny and Vice Chair Staples pursuant to the exemption contained in Section 19.85(1) (g) of the Wisconsin Statutes, “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,” relative to the items listed below. A roll call vote was conducted and all members present voted “aye.” County Administrator David Bretl and Director-Public Works Richard Hough remained in closed session.

- a) Summons and Complaint – The Harvard State Bank, Plaintiff vs. Akey Enterprises, LLC d/b/a A Touch of Sun, Akey Rentals, LLC, Kevin T. Akey, Teresa L. Akey, Quality Pool & Spa Services, LLC, and County of Walworth
- b) Claim for Vehicle Damage – Virginia Szott
- c) Claim for Vehicle Damage – Trumbull Services, doing business on behalf of General Casualty, filed on behalf of Westphal & Company, Inc.
- d) Claim for Vehicle Damage – Jack Daly
- e) Claim – Lindsey Mauer
- f) Claim for Vehicle Damage – Donna Martin

**The committee reconvened in open session at 11:23 a.m. on motion and second by Supervisor Kilkenny and Vice Chair Staples.**

**Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to direct staff to proceed as discussed in closed session on items a., c., d. and e., above, and to deny the vehicle damage claims of Virginia Szott and Donna Martin. Motion carried 5-0.**

### **Adjournment**

**On motion and second by Vice Chair Staples and Supervisor Pruessing, Chair Weber adjourned the meeting at 11:24 a.m.**