

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, July 18, 2022
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Susan Pruessing called the meeting to order at 10:00 a.m.

Roll call was conducted and the following members were present: Chair Susan Pruessing; Vice-Chair Brian Holt; and Supervisors Sheila T. Reiff, Rick Stacey, and Al Stanek. A quorum was declared.

Others in Attendance

County Board Supervisors: Ryan Simons.

County Staff: Walworth County Administrator Mark W. Luberda; Corporation Counsel/Director-Land Use and Resource Management (LURM) Michael Cotter; Walworth County Captain Josh Staggs; Risk Manager-Megan Rogers; and Director-Public Works Richard Hough.

On motion by Vice-Chair Holt, second by Supervisor Stacey, the agenda was approved with no withdrawals.

On motion by Vice-Chair Holt, second by Supervisor Stacey, the June 20, 2022 Executive Committee meeting minutes were approved.

Public Comment – There was none.

Appointments. Recommendations regarding County Administrator’s nominations:

7a. Land Information Advisory Council (LIAC) – appointments of

- Brad Marquardt
- Robert Merry
- Todd Neumann

Supervisor Stacey offered a motion, second by Supervisor Stanek, to approve the appointments of Brad Marquardt, Robert Merry, and Todd Neumann to the Land Information Advisory Council. Motion carried 5-0.

7b. Transportation Coordinating Committee – appointment of Andrew Kerwin

7c. Transportation Coordinating Committee – appointment of Eric Russow

Supervisor Holt offered a motion, second by Supervisor Reiff, to approve the appointments of Andrew Kerwin and Eric Russow to the Transportation Coordinating Committee. Motion carried 5-0.

7d. Veterans Service Commission – appointment of Charlene Cobb

Supervisor Stacey offered a motion, second by Supervisor Reiff, to approve the appointment of Charlene Cobb to the Veterans Service Commission. Motion carried 5-0.

Unfinished Business

8a. Walworth County Hazards Mitigation Plan: 2022-2026 – Process update

Walworth County Administrator Mark W. Luberda referenced his Memorandum and suggested action, included on Pages 20-21 of the packet. **Vice-Chair Holt offered a motion, second by Supervisor Stacey, to hold a public hearing on the proposed Walworth County Hazards Mitigation Plan: 2022-2026 at the August 8, 2022 County Board Meeting. Motion carried 5-0.**

8b. Discussion on membership composition of the Standing Committees of the County Board, the Land Information Advisory Council, the Transportation Coordinating Committee, the Local Emergency Planning Committee, and any other committees or commissions of the County as the Executive Committee shall determine is appropriate, including but not limited to the following:

1. Ordinance No. ****-08/22 Amending Section 2-41 of the Walworth County Code of Ordinances Relating to Committee Assignments, in Order to Provide for an Alternative Where the Chairperson may Participate on the County Zoning Agency

2. Ordinance No. ****-08/22 Amending Section 2-131(a) of the Walworth County Code of Ordinances Relating to Executive Committee – Purpose, in order to Assign an Additional Responsibility to Nominate Replacements to Committees, Commissions, or Councils
3. Ordinance No. ****-08/22 Amending Sec. 2-200 of the Walworth County Code of Ordinances Relating to the Land Information Advisory Council
4. Ordinance No. ****-08/22 Amending Section 2-235(b) of the Walworth County Code of Ordinances Relating to the Transportation Coordinating Committee - Membership

Luberda stated the four ordinance amendments will affect three committees; explaining the Local Emergency Planning Commission (LEPC) and the Workforce Development Board will be addressed separately. Discussion ensued relative to the effective date of the proposed ordinance amendments.

Vice-Chair Holt offered a motion, second by Supervisor Stanek, to approve, Item #8b1, ordinance Amending Section 2-41 of the Walworth County Code of Ordinances Relating to Committee Assignments, in Order to Provide for an Alternative Where the Chairperson may Participate on the County Zoning Agency. Motion carried 5-0.

Vice-Chair Holt offered a motion, second by Supervisor Stacey, to approve, Item #8b2, ordinance Amending Section 2-131(a) of the Walworth County Code of Ordinances Relating to Executive Committee – Purpose, in Order to Assign an Additional Responsibility to Nominate Replacements to Committees, Commissions, or Councils. Supervisor Stanek voiced concerns relative to the effective date of amendments made to this ordinance. Luberda explained that this ordinance amendment is focused primarily on allowing the changes in membership to the Transportation Coordinating Committee and the Land Information Advisory Council; which are non-standing committees. Discussion then focused on the repercussion of adding language making the effective date of the amendment April 2024, and requirements of Standing Committees of the Board as opposed to non-standing committees. **Motion carried 5-0.**

Vice-Chair Holt offered a motion, second by Supervisor Stanek, to approve, Item #8b3, ordinance Amending Sec. 2-200 of the Walworth County Code of Ordinances Relating to the Land Information Advisory Council. Motion carried 5-0.

Supervisor Stacey offered a motion, second by Supervisor Reiff, to approve, Item #8b4, ordinance Amending Section 2-235(b) of the Walworth County Code of Ordinances Relating to the Transportation Coordinating Committee – Membership. Motion carried 5-0.

8c. Discussion on Re-establishing the Walworth County Fire/EMS Study Committee

Luberda reiterated this item and the next were carried over from the previous meeting. Luberda referenced his Memorandum (Page 34-36); addressing:

- Member Interest
- Purpose
- Resolution for Funding and Related Timing

Luberda advised that since the committee packet was distributed he was informed that John Peters and Bruce Vander Veen remain interested in serving on the Committee. Discussion then focused on whether to re-establish the Fire/EMS Study Committee prior to commission of a study to obtain recommendations from a professional analysis firm relative to improving EMS services countywide, or to have the Committee meet concurrently while the study is underway.

Supervisor Stanek offered a motion, second by Vice-Chair Holt, to recommend reestablishing the Fire/EMS Study Committee. Luberda clarified he will fill vacant membership positions as directed. **Motion carried 5-0.**

8d. Budget amendment, not to exceed \$22,000, utilizing ARPA funds to obtain recommendations from a professional analysis firm relative to improving EMS services countywide, referred from the Committee of the Whole

Vice-Chair Holt offered a motion, second by Supervisor Stanek, giving the County Administrator authority to allow the expenditure, not to exceed \$22,000, utilizing ARPA funds to obtain recommendations from a professional analysis firm relative to improving EMS services countywide, based on recommendations from the Fire/EMS

Study Committee. Discussion ensued. **Motion carried 5-0.** Luberda affirmed he will draft a resolution to present at the Finance Committee meeting on Thursday.

New Business

9a. Res. No. **-08/22 Creating a New 2022 Capital Improvement Project to Purchase/Replace Ten (10) Sheriff's Office Squad Cars by Accelerating the 2023 Capital Request and Authorizing Budget of \$476,227 Transferred from General Fund Building/Equipment Committee Fund Balance and \$50,000 from the Sale of Surplus Vehicles
Walworth County Captain Josh Staggs briefly detailed his Memorandum included in the packet (Page 37). **Supervisor Stanek offered a motion, second by Vice-Chair Holt, to approve the resolution Creating a New 2022 Capital Improvement Project to Purchase/Replace Ten (10) Sheriff's Office Squad Cars by Accelerating the 2023 Capital Request and Authorizing Budget of \$476,227 Transferred from General Fund Building/Equipment Committee Fund Balance and \$50,000 from the Sale of Surplus Vehicles. Motion carried 5-0.**

9b. Res. No. **-08/22 Confirming Appointment of a Commissioner to the Southeastern Wisconsin WIOA (Federal Workforce Innovation and Opportunity Act of 2014) Consortium
Luberda shared that Chair Stacey has recommended to designate Supervisor Brian Holt to serve as Commissioner representing Walworth County. **Supervisor Stanek offered a motion, second by Supervisor Stacey, to approve the resolution Confirming Appointment of a Commissioner to the Southeastern Wisconsin WIOA (Federal Workforce Innovation and Opportunity Act of 2014) Consortium.** Luberda noted that the Board will have the opportunity to consider Commissioner representation every election cycle, but the resolution is worded to allow Supervisor Holt to continue as Commission until another individual is appointed. **Motion carried 5-0.**

9c. Correspondence from County Board Chairperson Rick Stacey relative to Renaming of the County Board Room in Memory of Nancy Russell.

The Committee discussed alternate options to honor Supervisor Russell; including:

- Naming of a County Park
- Planting a Tree
- Placing a plaque or fixture such as a bench dedicated in her memory
- Naming a trailhead

Vice-Chair Holt offered a motion, second by Supervisor Stacey, referring the issue of naming a County park, planting a tree, placing of a plaque, or naming of a trailhead in Memory of Nancy Russell, to the Park Committee for further discussion. Motion carried 5-0.

Reports/announcements by Chairperson – There was none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, September 19, 2022 at 10:00 a.m.

Claims and Litigation

12. The committee may discuss the following topic(s) in open session. The committee convened in closed session **at approximately 11:40 a.m. on motion and second by Vice-Chair Holt and Supervisor Stacey** 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 Mark W. Luberda; Corporation Counsel/Director-Land Use and Resource Management Michael Cotter; Director-Public Works Richard Hough; and Risk Manager Megan Rogers remained in closed session.

- a) Claim for Vehicle Damage – Amanda Golson
- b) Claim for Vehicle Damage – Jack Johnson
- c) Summons and Complaint – Joan Lunde Noback v. James Johnson, Jr., et al, Defendants
- d) Summons and Complaint – Wisconsin Housing and Economic Development Authority v. James C. Sawyer & Connie L. Sawyer, Walworth County, and Aurora Medical Group, Inc.

- e) **Summons and Civil Complaint and Petition for Certiorari Review – Abbey Provident Venture, LLC, Plaintiff vs. Walworth County and Walworth County Zoning Agency, Defendants**

The Committee reconvened in open session at 12:04 p.m. on motion and second by Vice-Chair Holt and Supervisor Stacey.

Vice-Chair Holt offered a motion, second by Supervisor Reiff, to disallow, Item a), Claim for Vehicle Damage by Amanda Golson. Motion carried 5-0.

Vice-Chair Holt offered a motion, second by Supervisor Stacey, to table, Item b), Claim for Vehicle Damage by Jack Johnson to the next Executive Committee meeting. Motion carried 5-0.

Vice-Chair Holt offered a motion, second by Supervisor Stacey, to proceed as discussed in closed session on, Item c), Summons and Complaint – Joan Lunde Noback v. James Johnson, Jr., et al, Defendants. Motion carried 4-1. Supervisor Reiff abstained from voting.

Vice-Chair Holt offered a motion, second by Supervisor Stacey, to proceed as discussed in closed session on, Item d), Summons and Complaint – Wisconsin Housing and Economic Development Authority v. James C. Sawyer & Connie L. Sawyer, Walworth County, and Aurora Medical Group, Inc. Motion carried 5-0.

Vice-Chair Holt offered a motion, second by Supervisor Stacey, to proceed as discussed in closed session on, Item e), Summons and Civil Complaint and Petition for Certiorari Review – Abbey Provident Venture, LLC, Plaintiff vs. Walworth County and Walworth County Zoning Agency, Defendants. Motion carried 4-1. Chair Pruessing abstained from voting.

Adjournment

On motion and second by Supervisor Stacey and Supervisor Reiff, Chair Pruessing adjourned the meeting at 12:06 p.m.