

1. January 9, 2023 Special Executive Committee Meeting Agenda

Documents:

[JANUARY 9, 2023 SPECIAL EXECUTIVE AGENDA.PDF](#)

2. January 9, 2023 Special Executive Committee Meeting Packet

Documents:

[JANUARY 9, 2023 SPECIAL EXECUTIVE PACKET.PDF](#)



Rick Stacey  
County Board Chair

Ryan Simons  
County Board Vice-Chair

**County Board Executive Committee  
SPECIAL MEETING NOTICE  
Monday, January 9, 2023  
9:00 AM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin**

***Sue Pruessing, Chair***      ***Brian Holt, Vice-Chair***  
***Supervisor Rick Stacey***      ***Supervisor Sheila Reiff***      ***Supervisor Al Stanek***

**NOTICE: THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE ATTENDANCE BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance may be limited. **THE PUBLIC CAN WATCH THE MEETING STREAMING LIVE** <https://bit.ly/Jan9SpecialExecutive>

Individuals wanting to provide a Public Comment can do so remotely by telephone, but must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

***(Posted in compliance with Sec. 19.84 Wis. Stats.)***

*A quorum of the Agriculture and Extension Education, Land Conservation and Park Committees will be in attendance. It is possible that a quorum of the county board or any of its other committees could be in attendance at this meeting.*

*Agenda enclosures are available upon request from the County Administrator's Office or on the County's web page ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)). The agenda packet, including supporting documents, may be large, depending upon the number of enclosures. Downloading it will require ample computer memory and may take significant time.*

## **A G E N D A**

***Note: all agenda items are subject to action.***

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of Minutes
  - a) December 12, 2022 Executive Committee Meeting (pp. 1-3)
6. Public Comment Period
7. Reports/announcements by Chairperson
8. Set/confirm next meeting date and time – Monday, January 16, 2023, at 10:00 a.m.
9. Annual evaluation of the County Administrator. The committee will convene in closed session pursuant to the exemption contained in Section 19.85 (1)(c) of the Wisconsin Statutes, "Considering employment, promotion, compensation or performance evaluation"

data of any public employee over which the government body has jurisdiction or exercises responsibility.” The committee may convene in Room 214 to discuss this closed session item.

The committee will reconvene in open session in the County Board Room 114 and may discuss and/or take action on the above-referenced agenda item(s).

#### 10. Adjournment

Submitted by: Sue Pruessing, Committee Chairperson  
Mark W. Luberda, County Administrator

Posted: January 4, 2023

# DRAFT

**Walworth County Board of Supervisors  
Executive Committee Meeting Minutes  
Monday, December 12, 2022**

**Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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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: Kathy Ingersoll, Dennis Karbowski, Joanne Laufenberg, and Ryan Simons.

County Staff: Walworth County Administrator Mark W. Luberd; Corporation Counsel/Director-Land Use and Resource Management (LURM) Michael Cotter; Walworth County Captain-Support Services Todd Neumann; Risk Manager Megan Rogers; Walworth County Sheriff Kurt Picknell; Walworth County Undersheriff David Gerber; Walworth County Medical Examiner Gina Carver; Director-Human Resources Kate Bishop; and Director-Public Works Richard Hough.

Members of the Public: Adam Borosch, Operations Manager, Live Nation.

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

**On motion by Supervisor Stacey, second by Vice-Chair Holt, the November 14, 2022 Executive Committee meeting minutes were approved.**

**Public Comment** – There was none.

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

7a. Rose Smith-Miller, Board of Adjustment, in the amount of \$50.43

**Supervisor Stacey offered a motion, second by Vice-Chair Holt, to approve the expense/mileage reimbursement claim submitted by Rose Smith-Miller. Motion carried 5-0.**

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

8a. Local Emergency Planning Committee – appointment of David Nelson

**Supervisor Stanek offered a motion, second by Supervisor Stacey, to approve the appointment of David Nelson to the Local Emergency Planning Committee. Motion carried 5-0.**

## **New Business**

9a. Alpine Valley Music Theatre 2023 Business Plan and License Application and 2023 Camping Operational Plan

- Review 2023 Operations Plan
- Set date and time for public hearing on 2023 Alpine Valley business plan and license application

Operations Manager-Live Nation Adam Borosch stated there were no new additions to the operations plan for 2023, as they are looking to repeat what was done in 2022. Walworth County Undersheriff David Gerber shared that the relationship between Live Nation and the Sheriff's Office remains amicable and the 2022 season went well. **Supervisor Stacey offered a motion, second by Supervisor Reiff, to schedule the public hearing at the next Executive Committee meeting.** Supervisor Laufenberg inquired as to the number of drug charges incurred during the events held at Alpine Valley in 2022. Gerber affirmed there were citations issued, but was unsure of a total number. **Motion carried 5-0.**

9b. Resolution No. \*\*-01/23 Approving the Tissue Donor Recovery and Referral Agreement by and between Walworth

County and Versiti Wisconsin, Inc. for Tissue Donor Recovery for the Walworth County Medical Examiner's Office  
Luberd referred to Walworth County Medical Examiner Gina Carver's Memorandum included in the packet (Page 60); citing Wisconsin State Statute gives the County Board of Supervisors the ability to approve or reject such a contract, and that no action is seen as an approval. **Vice-Chair Holt offered a motion, second by Supervisor Stacey, to approve the resolution Approving the Tissue Donor Recovery and Referral Agreement by and between Walworth County and Versiti Wisconsin, Inc. for Tissue Donor Recovery for the Walworth County Medical Examiner's Office.** Supervisor Laufenberg voiced concerns relative to costs incurred by Walworth County with this referral program. Carver explained

the \$6,000 is revenue paid as a reimbursement to Walworth County for labor associated with tissue collection. **Motion carried 5-0.**

9c. Resolution No. \*\*-01/23 Authorizing the Transfer of \$80,000 from the General Fund Contingency Account to Corporation Counsel for Legal Service Costs

**Supervisor Stacey offered a motion, second by Supervisor Reiff, to approve the resolution Authorizing the Transfer of \$80,000 from the General Fund Contingency Account to Corporation Counsel for Legal Service Costs. Motion carried 5-0.**

9d. Resolution No. \*\*-01/23 Recognizing Kurt Picknell for his Years of Service to Walworth County

**Supervisor Stacey offered a motion, second by Supervisor Reiff, to approve the resolution Recognizing Kurt Picknell for his Years of Service to Walworth County. Motion carried 5-0.**

9e. Summary Report of Alcohol Permits

Luberda referred to Director-Public Works Richard Hough's Memorandum included in the packet (Page 77); indicating there was one alcohol permit issued to the Elkhorn Chamber of Commerce. **Supervisor Stacey offered a motion, second by Supervisor Stanek, to approve the Summary Report of Alcohol Permits. Motion carried 5-0.**

9f. County Board Meeting Participation – Chapter 2 Review

Supervisor Holt briefly recounted revisions made to Chapter 2 relative to remote participation in meetings due to the pandemic. Supervisor Holt inquired as to the Committee Member's view on in-person participation resulting in a superior outcome for meetings and suggested the possibility of requiring a reason be stated when a member is attending remotely. Discussion ensued. Corporation Counsel/Director-Land Use and Resource Management (LURM) Michal Cotter clarified that whether an individual states their reason verbally on the record or it is noted on an attendance sheet provided to the Committee, the information would become public record. Supervisor Holt clarified that it is not his intention to seek punitive measures for attending remotely, but to raise the threshold to do so. Luberda proposed adding language that sets an expectation that it's a Supervisor's duty to appear in-person for meetings whenever possible unless there is a valid excuse for remote attendance. This would make it clear to individuals looking to run for County Board Supervisor that it is the expectation that they attend in-person and remote attendance is not to be utilized as a convenience. Supervisor Holt requested that at the next meeting staff provide options for the Committee to consider for updating the ordinance, including: language setting the expectation of in-person attendance; formalized attendance sheet to be included on the record; and adding the language "attending remotely" in the minutes.

9g. Public Safety Radio System Project Update by Sheriff's Office

Walworth County Captain-Support Services Todd Neumann presented Walworth County Radio System – Project Overview; detailing:

- Projected Timeline
- Current and Future Technology Capabilities
- Trunked Radio
- Current System(s) vs. New System
- Towers and Enhancements

Discussion ensued.

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

**Confirmation of next meeting date and time:** The next meeting was confirmed for Monday, January 16, 2023 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 11:01 a.m. on motion and second by Vice-Chair Holt and Supervisor Reiff** 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.” Supervisors Kathy Ingersoll, Joanne Laufenberg, Dennis Karbowski, and Ryan Simons; County Administrator Mark W. Luberd; Corporation Counsel/Director-LURM Michael Cotter; Risk Manager Megan Rogers; and Director-Human Resources Kate Bishop remained in closed session.

- a) Health Plan Lien on Third Party Settlement – Kaleb Watrous

**The committee reconvened in open session at 11:17 a.m. on motion and second by Vice-Chair Holt and Supervisor Stacey.**

**Vice-Chair Holt offered a motion, second by Supervisor Stacey, to proceed as discussed in closed session on Item #12a, above herein. Motion carried 5-0.**

13. Annual evaluation of the County Administrator. The County Administrator will provide the committee with an update of his 2022 goals in open session.

Luberd provided a summation of goals for 2022 included on Pages 79-83 of the packet.

The committee convened in closed session **at approximately 11:38 a.m. on motion and second by Vice-Chair Holt and Supervisor Reiff** pursuant to the exemption contained in Section 19.85(1)(c) of the Wisconsin Statutes, “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.” A roll call vote was conducted and all members present voted “aye.” Supervisors Kathy Ingersoll, Joanne Laufenberg, Dennis Karbowski, and Ryan Simons; and Corporation Counsel/Director-LURM Michael Cotter remained in closed session. The committee convened closed session in Room 214 of the Government Center.

Supervisor Stanek departed the meeting at 1:01 p.m.

**The committee reconvened in open session at 1:17 p.m. on motion and second by Vice-Chair Holt and Supervisor Stacey.**

**Vice-Chair Holt offered a motion, second by Supervisor Reiff, to proceed as discussed in closed session on Item #13, above herein. Motion carried 4-0.**

## **Adjournment**

**On motion and second by Vice-Chair Holt and Supervisor Stacey, Chair Pruessing adjourned the meeting at 1:17 p.m.**

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Submitted by Jennifer Stinnett, Administrative Assistant. Meeting minutes are not considered final until approved by the Executive Committee at the next regularly scheduled meeting.