

1. March 20, 2023 Executive Committee Agenda

Documents:

[MARCH 20, 2023 EXECUTIVE AGENDA.PDF](#)



Rick Stacey  
County Board Chair

Ryan Simons  
County Board Vice-Chair

**County Board Executive Committee  
MEETING NOTICE  
Monday, March 20, 2023  
10:00 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 MEMEBERS.**

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/Mar20Executive>

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) February 20, 2023 Executive Committee Meeting (pp. 3-5)
6. Public Comment Period
7. Consent Items – expense/mileage reimbursement claims submitted by:
  - a) David Held, Board of Adjustment, in the amount of \$37.79 (p. 6)
  - b) Brian Holt, County Board Supervisor, in the amount of \$298.61 (pp. 7-9)
  - c) Richard Kuhnke, Wisconsin River Rail Transit Commission, in the amount of \$134.60 (p. 10)
  - d) Rose Smith-Miller, Board of Adjustment, in the amount of \$38.12 (p. 11)

- e) Allan Polyock, Wisconsin River Rail Transit Commission, in the amount of \$116.04 (p. 12)
8. Appointments. Recommendations regarding County Administrator’s nominations:
- a) Health & Human Services Board – appointment of Christopher Tanner (pp. 13-14)
  - b) Board of Adjustment – appointment of Rose Smith-Miller (pp. 15-17)
  - c) Board of Adjustment – appointment of Jeff Gepfert (pp. 18-20)
9. Unfinished Business
- a) Amending Chapter 2 of the Walworth County Code of Ordinances Relating to County Board Supervisor Remote Attendance (pp. 21-23)
  - b) Review of a proposed slate of goals for the County Administrator during 2023 (p. 24)
  - c) SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process (pp. 25-39)
10. New Business
- a) Approval of the Walworth County Board of Supervisors 2023-2024 Meeting Schedule – DRAFT I (p. 40)
  - b) Overview of the Medical Examiner’s Office Operations
  - c) Ordinance No. \*\*\*\* - 04/23 Amending Section 30-286 of the Walworth County Ordinances Relating to Referral Autopsy/Examination Fees (pp. 41-44)
  - d) Resolution No. \*\* - 04/23 Establishing a Budget for the Medical Examiner’s Department for Forensic Examination Services Offered to Outside Agencies (pp. 45-48)
  - e) Citizen Committee Member Appointments and Process (pp. 49-51)
11. Reports/announcements by Chairperson
12. Set/confirm next meeting date and time – Monday, April 24, 2023 at 10:00 a.m.
13. 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.”
14. Claims and litigation. The committee may discuss the following topic(s) in open session. The committee may convene in closed session 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) Claim – Michael Braun et. al. v. Elkhorn Police Dept. et. al. (pp. 52-67)
  - B) Opioid Litigation
  - C) Delavan Lake Sanitary District v. Walworth County Board of Adjustment (pp. 68-84)

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

15. Adjournment

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

Posted: March 16, 2023