

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, September 19, 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, either in person or by remote attendance: 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: Joanne Laufenberg.

County Staff: Walworth County Administrator Mark W. Luberda; Corporation Counsel/Director-Land Use and Resource Management (LURM) Michael Cotter; Walworth County Sheriff Kurt Picknell; Walworth County Undersheriff Dave Gerber; Walworth County Captain Todd Neumann; Risk Manager Megan Rogers; Director-Health and Human Services/Superintendent of County Institutions Carlo Nevicosi; and Director-Public Works Richard Hough.

On motion by Supervisor Stacey, second by Supervisor Stanek, the agenda was approved with no withdrawals.

On motion by Supervisor Stacey, second by Supervisor Stanek, the July 18, 2022 Executive Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items – expense/mileage reimbursement claims submitted by:

- 7a. David Held, Board of Adjustment, in the amount of \$51.88
- 7b. Richard Kuhnke, Sr., Wisconsin River Rail Transit Commission, in the amount of \$152.50
- 7c. Allan Polyock, Wisconsin River Rail Transit Commission, in the amount of \$199.38
- 7d. Ann Seaver, Board of Adjustment, in the amount of \$18.77
- 7e. Rick Stacey, County Board Supervisor, in the amount of \$228.15

Supervisor Stanek offered a motion, second by Supervisor Reiff, to approve the expense/mileage reimbursement claims submitted by David Held, Richard Kuhnke, Sr., Allan Polyock, Ann Seaver, and Rick Stacey. Motion carried 5-0.

Appointments. Recommendations regarding County Administrator's nominations:

- 8a. Aging & Disability Resource Center Board – appointment of Stephen Ahlgren
- 8b. Fire/EMS Study Committee – appointments of:
 - 1) Joe DeGaro, East Troy Fire Department Fire Chief, Town Government Representative
 - 2) Becky Tobin, Williams Bay Administrator, Village Government Representative
 - 3) Brian Wilson, City of Delavan Administrator, City Government Representative
 - 4) Theresa Loomer, Village of Fontana Administrator, Local Government Alternate Representative
 - 5) Richard Hough, Department of Public Works Director, County Government Representative
- 8c. Land Information Advisory Council – appointment of Barry Pierce
- 8d. Local Emergency Planning Committee – appointment of Stephanie Welch
- 8e. Transportation Coordinating Committee – appointment of Shawn Davenport
- 8f. Transportation Coordinating Committee – appointment of Al Stanek

County Administrator Mark W. Luberda briefly detailed the intricacies surrounding the Fire/EMS Study Committee and Transportation Coordinating Committee appointments. **Supervisor Stacey offered a motion, second by Vice-Chair Holt, to approve the appointments to the Aging & Disability Resource Center Board, Fire/EMS Study Committee, Land Information Advisory Council, Local Emergency Planning Committee, and Transportation Coordinating Committee. Motion carried 5-0.**

New Business

9a. Wisconsin Department of Administration – Preliminary Estimate of January 1, 2022 Population for Walworth County
Luberda referenced the email included on Pages 23-24 of the packet; stating no action is required.

9b. Correspondence from Wisconsin Counties Association regarding Resolutions of the Wisconsin Counties Association
Luberda noted that this correspondence includes statements from Wisconsin Counties Association (WCA) in regards to the resolutions sent from every county to be considered at the WCA Annual Business Meeting. Luberda identified the WCA recommendation relative to the two resolutions submitted by Walworth County. No action was required.

9c. Resolution No. **-10/22 Authorizing the Sheriff's Office to Increase 2022 Expenditures by \$93,113 for the Early Reimbursement of Claims Expense with Available Revenues and Adjusting 2022 Risk Management Fund Revenues and Net Position for Sheriff's Office Claim Payment

Luberda explained that to save tax levy for 2023 the Sheriff's Office would like to use savings in the 2022 budget to pay down claims expenses that would be charged in 2023. Luberda cautioned if the action is not taken, the Sheriff's Office budget would be short \$93,113 for 2023. **Supervisor Stacey offered a motion, second by Supervisor Stanek, to approve the resolution Authorizing the Sheriff's Office to Increase 2022 Expenditures by \$93,113 for the Early Reimbursement of Claims Expense with Available Revenues and Adjusting 2022 Risk Management Fund Revenues and Net Position for Sheriff's Office Claim Payment. Motion carried 5-0.**

9d. Resolution No. **-10/22 Authorizing a Change in Scope of the Sheriff's Office Security Electronics System Capital Improvement Project to include the 2023 Proposed Jail Duress System and an Increase to the Budget of the Sheriff's Office Security Electronics System Capital Improvement Budget by \$500,000 through a Transfer from the General Fund Building/Equipment Committee Fund Balance

Luberda shared that the proposed addition of the Jail Duress System aligns with the current security project, which is in process and out to bid. Luberda stated that bids are substantially higher than expected; most likely due to supply chain issues and labor shortages. Undersheriff David Gerber briefly summarized Sheriff Kurt Picknell's Memorandum (Page 96); and shared that the Jail Duress System is a push button emergency notification system. **Supervisor Reiff offered a motion, second by Supervisor Stanek, to approve the resolution Authorizing a Change in Scope of the Sheriff's Office Security Electronics System Capital Improvement Project to include the 2023 Proposed Jail Duress System and an Increase to the Budget of the Sheriff's Office Security Electronics System Capital Improvement Budget by \$500,000 through a Transfer from the General Fund Building/Equipment Committee Fund Balance. Motion carried 5-0.**

9e. 2023 Sheriff's Office Budget Summary and related budget items, including discussion on Deputy Assigned Squads
Luberda referenced his memorandum and implementation, budget costs, and impact of the proposed acquisition (Page 100-103) for Deputy Assigned Squad Cars. Walworth County Sheriff Kurt Picknell and Undersheriff Gerber collaboratively detailed the history of the project along with distributing a packet detailing the benefits of implementing Deputy Assigned Squads in Walworth County. **Supervisor Stacey offered a motion, second by Supervisor Reiff, to recommend that the Deputy Assigned Squads be included as presented for the 2023 budget.** Supervisor Stanek requested fuel usage be tracked in order to assure costs do not increase with deputy's bringing the vehicles home. Luberda and Director-Public Works Richard Hough both affirmed all Sheriff's Office vehicles are included in Public Works fleet maintenance as well as the proposed telematics system. **Motion carried 5-0.**

9f. Authorization to apply for Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program, Fiscal year 2023

Luberda shared that the Public Safety Answering Point (PSAP) Grant aligns with the Next Generation 9-1-1 project already being implemented. The Sheriff's Office is working to complete the application, which is due by the end of October. **Supervisor Stanek offered a motion, second by Supervisor Stacey, to authorize applying for Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program, Fiscal year 2023.** Discussion then focused on the specifics of the Next Generation 9-1-1 system. **Motion carried 5-0.**

9g. Resolution No. **-10/22 Authorizing the Public Safety Answering Point (PSAP) Funding for One Public Safety Answering Point per County

Supervisor Stacey offered a motion, second by Supervisor Stanek, to approve the resolution authorizing the Public Safety Answering Point (PSAP) Funding for One Public Safety Answering Point per County. Motion carried 5-0.

9h. Resolution No. **-10/22 Approving a Contract Settlement by and between Walworth County and the Deputy Sheriff's Association for the Period of January 1, 2022 to December 31, 2024

Luberda gave a brief summation of his Memorandum, included on Pages 114-115 of the packet; highlighting that the proposed wage package should place Walworth County in a more favorable position to encourage increased deputy recruitment and retention.

Supervisor Stanek offered a motion, second by Supervisor Stacey, to approve the resolution Approving a Contract Settlement by and between Walworth County and the Deputy Sheriff's Association for the Period of January 1, 2022 to December 31, 2024. 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, October 17, 2022 at 10:00 a.m.

Claims and Litigation

13. The committee convened in closed session **at approximately 11:07 a.m. on motion and second by Supervisors Stacey and 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." County Administrator Mark W. Luberda; Corporation Counsel/Director-Land Use and Resource Management Michael Cotter; Director-Health and Human Services/Superintendent of County Institutions Carlo Nevicosi; Risk Manager Megan Rogers; and Director-Public Works Richard Hough remained in closed session. Vice-Chair Brian Holt and Supervisors Sheila T. Reiff and Joanne Laufenberg remained on the telephone.

- a) Summons and Complaint – Associated Bank, NA, Plaintiff v. Estate of Thomas D. Cavanaugh, et al, Defendants
- b) Summons and Complaint – Lake Beulah Management District v. Walworth County and Walworth County Zoning Agency
- c) Petition for Writ of Mandamus – Wisconsin Voter Alliance v. Kristina Secord, Register in Probate
- d) Notice of Injury or Circumstances on behalf of Ashley & Brandon Wallis
- e) Claim for Cell Phone Damage – Keisha Wells
- f) Claim for Vehicle Damage – Bryant D. Amburn
- g) Claim for Vehicle Damage – Jack Johnson
- h) Claim for Vehicle Damage – Rebecca Orick

The committee reconvened in open session at 11:32 a.m. on motion and second by Supervisors Stacey and Stanek.

Vice-Chair Holt offered a motion, second by Supervisor Reiff, to proceed as discussed in closed session, taking no action on Items a) thru d); accept the claim for Item e); disallow the claims for Items f) and g); and table Item h) Rebecca Orick's Claim for Vehicle Damage to October's meeting. Motion carried 5-0.

Adjournment

On motion and second by Supervisors Stacey and Stanek, Chair Pruessing adjourned the meeting at 11:33 a.m.