

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, December 3, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Laura Valenstein, Donna Rozar, Lance Pliml (WebEx), Jake Hahn, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Rozar/Hahn to approve the consent agenda. Motion carried unanimously.
4. Finance Director Newton reported that at the APRA meeting held the previous day, all APRA funding has been allocated.
5. Wellness Coordinator Boeshaar provided a departmental update.
6. Boeshaar presented the 2024 Aggregate Report for the wellness program. He highlighted the current successes and opportunities within the report. He also discussed participation numbers as well.
7. Newton provided a departmental update. Work continues on year end procedures and resolutions.
8. Newton presented 6 budget amending resolutions from Land & Water Conservation Dept., Highway Dept., and the Health Dept. These are all clean up resolutions whereby additional funds were received and needed to be allocated to the expenses. Motion by Rozar/Hahn to approve all of the resolutions and forward onto the county board for their consideration. Motion carried unanimously.
9. Newton presented a GIFT POLICY for review. Motion by Rozar/Hahn to approve the GIFT POLICY as presented. Motion carried unanimously. (Pliml excused at 10:00 AM)
10. Human Resources Director McGrath and Sheriff Becker discussed the proposed ability to move employees within their pay grade after Step 6 for outstanding service. Current policy allows department heads to move steps for current employees prior to reaching Step 6. More information and further discussion will be forthcoming.

11. Motion by Rozar/Zurfluh to go into closed session pursuant to 19.85 (1) (c) Wis. Stats., to discuss qualifications of candidate(s) for the Finance Director position. Motion carried unanimously.
12. Motion by Zurfluh/Hahn to return to open session. Motion carried unanimously.
13. Motion by Rozar/Hahn to go into closed session pursuant to Wis Stats 19.85 (1)(c) to conduct performance evaluations for the department heads the committee oversees. Motion carried unanimously.
14. Motion by Hahn/Zurfluh to return to open session. Motion carried unanimously.
15. The next regular meeting date will be held on Tuesday, January 7, 2025, at 9:00 AM.
16. Chair Valenstein adjourned the meeting at 10:36 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

