

## NOTICE OF MEETING

### SHEBOYGAN COUNTY EXECUTIVE COMMITTEE

**April 4, 2023      3:00 P.M.**

Administration Building  
508 New York Ave  
Sheboygan WI 53081  
Room 302

Remote Access:

(US) +1 219-301-0969

Pin: 570 211 241#

Meeting ID: [meet.google.com/gmy-xewz-dic](https://meet.google.com/gmy-xewz-dic)

Members of the Committee may be appearing remotely. Persons wanting to observe the meeting may come to the Administration Building or listen remotely.

### **\*AGENDA\***

Call to Order

Certification of Compliance with Open Meeting Law

Correspondence

Approval of Minutes for the March 2, 2023 Executive Committee Meeting

Consideration of Resolution No. 33 – Authorizing the Finance Committee and Interim Finance Director to Balance Over Budget Departmental Accounts

Consideration of Resolution No. 34 – Amending the Sheboygan County Comprehensive Outdoor Recreation and Open Space Plan

Consideration of Expansion of UV-C Light Project at Law Enforcement Center and Health & Human Services

Consideration of Awarding \$2,000,000 to Sheboygan County Economic Development Corporation for the Affordable Housing Taskforce Programs

County Administrator's Report

*(The County Administrator's Report is a summary of key activities. No action will be taken by the Executive Committee resulting from the report, unless it is a specific item on the agenda.)*

Closed Session

*Consideration of Annual Goals for County Administrator-Contemplated Closed Session: It is contemplated that a motion will be made to consider the above agenda item in closed session pursuant to Wis. Stat. §19.85(1)(c) which states that a closed session may be held for the following purpose: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Committee will reconvene in OPEN SESSION immediately after the closed session is concluded to vote on matters*

*discussed in closed session requiring decisions if any action is deemed necessary and to conclude work on any other items listed in this meeting.*

Open Session

Consideration and Approval of Attendance at Other Meetings/Functions

Review and Approve Vouchers

Next Meeting Date: To Be Determined

Adjournment

Prepared by:  
Peggy Osthelder  
Recording Secretary

Vern Koch  
Committee Chairperson

NOTE: Members of the public are invited to offer comments on topics which may or may not appear on the Agenda, and Committee members may discuss such matters, but no action may be taken by the Committee on non-Agenda topics. Individual speakers may be limited to no more than five minutes.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

If listed as an agenda item, the "Administrator's Report" is a summary of key activities for the previous month and planned for upcoming months including performance evaluations, liaison committee issues and County Board issues. No action will be taken by the Executive committee resulting from the report unless it is a specific item on the agenda.

Persons with disabilities needing assistance to attend or participate are asked to notify the County Board Chairman/County Administrator's Office at 920-459-3103 prior to the meeting so that accommodations may be arranged.

## SHEBOYGAN COUNTY EXECUTIVE COMMITTEE MINUTES

Administration Building  
508 New York Ave  
Sheboygan, WI 53081  
Room 302

**March 2, 2023**

**Called to Order: 3:30 PM**

**Adjourned: 4:43 PM**

**MEMBERS PRESENT:**      **In Person:** Vernon Koch, Keith Abler, William Goehring, Curt Brauer and Edward Procek

**ALSO PRESENT:**            **In Person:** Colleen Steinbruecker, Cory Roeseler, Greg Schnell, Stefanie Albrecht, Crystal Fieber, Alayne Krause, and Peggy Osthelder  
                                 **Remote:** Aaron Brault

Chairman Koch called the meeting to order at 3:30 PM. Peggy Osthelder certified compliance with the open meeting law. The meeting notice was posted at 11:00 AM on February 28, 2023.

Correspondence was presented to the Committee. Former County Administrator Adam Payne sent a thank you note expressing his gratitude for the support of the Executive Committee.

Supervisor Goehring made a motion to approve the minutes of the February 6, 2023 Joint Executive & Human Resources Committee Meeting. Motion seconded by Supervisor Brauer. Motion carried.

Supervisor Goehring made a motion to approve the minutes of the February 6, 2023 Executive Committee Meeting. Motion seconded by Supervisor Abler. Motion carried.

The Committee discussed the Letter of Support for the Justice System's 2023-25 Budget Request. Corporation Counsel Crystal Fieber gave an overview and answered questions. Supervisor Brauer made a motion to approve the letter. Motion seconded by Supervisor Procek. Motion carried.

The Committee discussed Resolution No. 28 - Authorizing Elkhart Lake's Road America Right of First Refusal and Option to Purchase. Corporation Counsel Crystal Fieber gave an overview of amendments to the First Right of Refusal and answered questions. Supervisor Brauer made a motion to approve the resolution, conditional on approval of the Transportation Committee. Motion seconded by Supervisor Abler. Motion carried.

The Committee discussed Resolution No. 31 – Accepting Donation from Ducks Unlimited and Authorizing Purchase of Property to be Added to the Sheboygan County Broughton Marsh. Planning & Conservation Director Aaron Brault gave an overview and answered questions. Supervisor Abler made a motion to approve the resolution. Motion seconded by Supervisor Goehring. Motion carried.

The Committee discussed Ordinance No. 05 – Amending the Pay Scale for Sheriff's Department Dispatchers. Sheriff Cory Roeseler gave an overview and answered questions. Supervisor Brauer made a motion to approve the ordinance. Motion seconded by Supervisor Procek. Motion carried.

The Committee discussed Awarding \$1,815,000 to Family Connections for the Childcare Taskforce Programs. County Administrator Alayne Krause, Corporation Counsel Crystal Fieber, and Interim

Deputy Finance Director Stefanie Albrecht gave an overview and answered questions. Supervisor Abler made a motion to approve the contract. Motion seconded by Supervisor Goehring. Motion carried.

The Committee reviewed 4<sup>th</sup> Quarter Variance Reports. County Administrator Alayne Krause gave an overview and answered questions. No action was taken.

County Administrator Alayne Krause reported on the recent Wisconsin Counties Association Legislative Conference that she attended with Chairman Koch and Vice-Chairman Abler. She also provided a staffing update on the Human Resources and Finance Departments. Administrator Krause then gave a status update on Rocky Knoll's current census trend, and the launch of in-house dining services. She also reported on the status the Fixed Based Operator at the Sheboygan County Memorial Airport. Finally, Administrator Krause reported that she completed all Department Head evaluations and noted that the Executive Committee will set 2023 goals for her at an upcoming Executive Committee Meeting.

Vouchers were reviewed. Supervisor Brauer made a motion to approve the vouchers. Motion seconded by Supervisor Goehring. Motion carried.

The next Executive Committee meeting is scheduled for Tuesday, April 4, 2023 at 3:00 PM.

Supervisor Brauer made a motion to adjourn. Motion seconded by Supervisor Abler. Motion carried.

Peggy Osthelder, Recording Secretary

William Goehring, Secretary

## COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 33

RE: **Authorizing the Finance Committee and Interim Finance Director to Balance Over Budget Departmental Accounts**

HAVE CONSIDERED THE SAME AND RECOMMEND:

         ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER  
         THE RESOLUTION BE ADOPTED  
         FILING WITH THE CLERK  
         AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 18th DAY OF April 2023

### EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

VERNON KOCH

KEITH ABLER

WILLIAM C. GOEHRING

CURT BRAUER

EDWARD PROCEK

CONCURRING IN THE REPORT:

VERNON KOCH

KEITH ABLER

WILLIAM C. GOEHRING

CURT BRAUER

EDWARD PROCEK

SHEBOYGAN COUNTY RESOLUTION NO. 33 (2022/23)

Re: **Authorizing the Finance Committee and Interim Finance Director to  
Balance Over Budget Departmental Accounts**

**WHEREAS**, it is anticipated that there may be certain departmental expense accounts which will be over budget for 2022 due to unexpected or unusual expenses, and there may be other expense or revenue accounts which are under/over budget, and

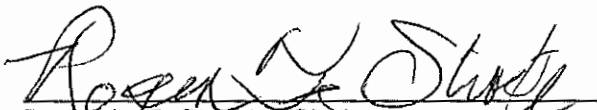
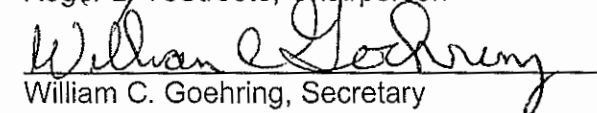
**WHEREAS**, while the exact amount of the variances cannot be determined until the books for 2022 have been closed, the approximate amount for each Department is attached to this Resolution and represent, in total for all funds, the net amount of a positive \$5,177,171;

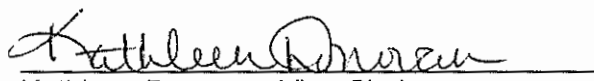
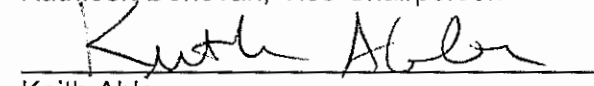
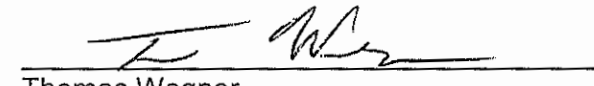
**NOW, THEREFORE, BE IT RESOLVED** that negative variances in the departmental appropriation units, "Salaries and Benefits," "Operating Expenses," "Interdepartmental Charges," and "Capital Outlay" are hereby authorized.

**BE IT FURTHER RESOLVED** that after the books are closed for 2022 the Finance Committee and Interim Finance Director report to this County Board any significant differences from the variances reported here.

Respectfully submitted this 21st day of March, 2023.

**FINANCE COMMITTEE**

  
Roger L. TeStroete, Chairperson  
  
William C. Goehring, Secretary

  
Kathleen Donovan, Vice-Chairperson  
  
Keith Abler  
  
Thomas Wegner

Opposed to Introduction:

\_\_\_\_\_

**Budget Comparisons - 2022  
Appropriation Units**

[illegible]

Total Expenditure Variance

**THE UNIVERSITY OF CHICAGO**

Total Revenue Variance - All Funds

Operational Change Positive/Negative)

13. <http://www.fishbase.org>

### Less Carryovers

Total Variance Positive(Negative)



## COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 34

RE: **Amending the Sheboygan County Comprehensive Outdoor Recreation and Open Space Plan 2021**

HAVE CONSIDERED THE SAME AND RECOMMEND:

         ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER  
         THE RESOLUTION BE ADOPTED  
         FILING WITH THE CLERK  
         AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 18th DAY OF April 2023

### EXECUTIVE COMMITTEE

#### OPPOSED TO THE REPORT:

VERNON KOCH

KEITH ABLER

WILLIAM C. GOEHRING

CURT BRAUER

EDWARD PROCEK

#### CONCURRING IN THE REPORT:

VERNON KOCH

KEITH ABLER

WILLIAM C. GOEHRING

CURT BRAUER

EDWARD PROCEK



1                   SHEBOYGAN COUNTY   RESOLUTION NO. 34 (2022/23)

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3           Re:    **Amending the Sheboygan County Comprehensive Outdoor**  
4                   **Recreation and Open Space Plan 2021**  
5

6  
7           **WHEREAS**, the County Board, at approximately five-year intervals, adopts  
8 updates of the "Sheboygan County Comprehensive Outdoor Recreation & Open  
9 Space Plan" (the "Plan") prepared by its Planning & Conservation Department, and  
10

11           **WHEREAS**, this Plan was last updated and approved by the County Board on  
12 May 18, 2021, as Resolution No. 3 (2021/2022), and  
13

14           **WHEREAS**, the City of Plymouth has requested that Sheboygan County  
15 amend the Plan to acknowledge intended improvements at  
16 Roosevelt-Nutt Park in the City of Plymouth; such amendment is a condition of  
17 applying for a State Stewardship Grant for updates and development to Roosevelt-  
18 Nutt Park, and  
19

20           **WHEREAS**, the Planning, Resources, Agriculture, and Extension Committee  
21 recommends that the County Board amend the 2021 Plan as requested;  
22

23           **NOW, THEREFORE, BE IT RESOLVED** that the "Sheboygan County  
24 Comprehensive Outdoor Recreation and Open Space Plan 2021," is hereby  
25 amended on or about Page 86 in the City of Plymouth Analysis and  
26 Recommendations section prior to the last sentence and shall read, "Lastly, the City  
27 of Plymouth, along with a dedicated group of volunteers, are working to update the  
28 Roosevelt-Nutt Park ski hill area and will seek State Stewardship funding and/or  
29 other available funding to complete the work."  
30

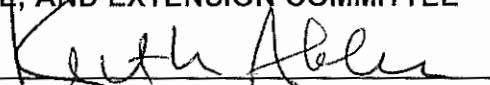
31           **BE IT FURTHER RESOLVED**, any required map updates should also be  
32 completed to reflect the above language amendment.  
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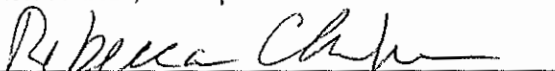
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37                   (The Rest of This Page Intentionally Left Blank)  
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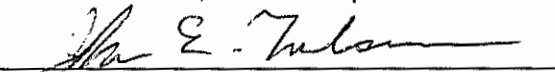
44 **BE IT FURTHER RESOLVED** that copies of the Plan as hereby amended be  
45 kept on file in the Office of the County Clerk and the County Planning & Conservation  
46 Department to be available for review and inspection by all interested parties.  
47

48  
49 Respectfully submitted this 21st day of March, 2023.  
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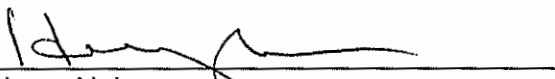
51  
52 **PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE\***

53   
54 \_\_\_\_\_  
55 Keith Abler, Chairperson

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58 Rebecca Clarke, Vice-Chairperson

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61 John Nelson, Secretary

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64 Paul A. Gruber

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66 \_\_\_\_\_  
67 Henry Nelson

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69 Opposed to Introduction:  
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**FISCAL NOTE**  
**March 2023**

**Resolution No. 34 (2022/23) RE: Amending the Sheboygan County Comprehensive  
Outdoor Recreation and Open Space Plan 2021**

**Funding:**

No additional funding is required.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'J. Fetterer', is written over a horizontal line.

Jeremy Fetterer, Interim Finance Director  
March 21, 2023



# SHEBOYGAN COUNTY

**Jeremy Fetterer**  
*Interim Finance Director*

**Stefanie Albrecht**  
*Interim Deputy Finance Director*

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## MEMO

To: Executive Committee

From: Bernie Rammer, Purchasing Agent

Date: April 4, 2023

Re: Expansion of UV-C Disinfection Project

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If you will recall, as part of the approval of Sheboygan County Resolution No. 1 (2022/23) Approving Use of American Rescue Plan Act (ARPA) Funds (No. 4) was the approval of the Ultra Violet (UV) Air Filtration Systems at Rocky Knoll and Detention Center in the amount of \$225,000.

The request for proposals for that project were very successful and came back with the lowest proposal from Aldag-Honold at \$126,945 for both of those buildings. Since that proposal was quite a bit under the approved amount, in collaboration with Building Services, Finance, and the County Administrator, I have been investigating expansion of the UV-C Disinfection project to include two additional buildings over and above Rocky Knoll Health Care Center and the Sheboygan County Detention Center utilizing the American Rescue Plan Funding.

As of today, installation is well underway at Rocky Knoll and the Sheboygan County Detention Center at the following costs:

**Rocky Knoll.....\$ 68,510.00**

**Detention Center.....\$ 58,435.00**

We had asked Aldag-Honold to provide a quote as a change order to add the Law Enforcement Center and they responded with an additional cost:

**Law Enforcement Center.....\$ 48,710.00**

Most recently, we asked Aldag -Honold to provide a cost to also protect the Health & Human Services Building with the addition of UV-C Lighting and we received the following estimate:

**Health & Human Services Building.....\$ 51,975.00**

There is a total of **\$225,000** of American Rescue Plan dollars allocated towards this project. Thus far, only the Detention Center and Rocky Knoll have been approved by the Committee/County Board. The grand total to completely protect all four of the above buildings amounts to \$227,630.00.

We are respectfully requesting the approval of the two change orders above to completely protect four of our County buildings with this UV-C Disinfection Project.