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

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 4th 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, THEE		XECUTIVE		COMM	COMMITTEE		
TO WHOM WAS REFERRED RES		DLUTION NO	D: 33				
RE:	E: Authorizing the Finance Committee and Interim Finance Director to Balance Over Budget Departmental Accounts						
HAVE	E CONSI	DERED THE SAME AND F	RECOMMEN	ID:			
ADDITIONAL TIME BE THE RESOLUTION BE FILING WITH THE CLE AMENDING THE RESO			ADOPTED RK		HE MATTER		
						•	
RESF	PECTFUI	LLY SUBMITTED THIS _	18th	_DAY OF	April	2023	
		EXECUT	TIVE CON	MITTEE			
OPPOSED TO THE REPORT:				CONCURRIN	NG IN THE RI	EPORT:	
VERNON KOCH				VERNON KO	CH		
KEITH ABLER				KEITH ABLEF	KEITH ABLER		
WILLIAM C. GOEHRING				WILLIAM C. C	OEHRING		
CURT BRAUER				CURT BRAUE	ER		
EDWARD BROCEK				EDWARD DD	OCEK		

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.

FINANCE COMMITTEE

Respectfully submitted this 21st day of March, 2023.

/			

Roger L/TeStroete, Chairperson Kathleen Donovan, Vice-Chairperson

William C. Goehring, Secretary

Keith Abler

Thomas Wegner

Opposed to Introduction:

Budget Comparisons - 2022

7.653 Other Financing (Sources) Uses Budget Actual Variance (15.210) (85.613) (47.250) (3.802) (44.571) (44.571) (487.653) (837.913) (837.913) (5.007) (18,0%) S (18,0%) S (18,0%) S (14,2%) S (14,2%) S (14,2%) S (14,2%) S (16,0%) S (16,0% (16.587) 11.509 64.577 17.834 (11.740) 114.503 Capital Outlay Actual 16.587 32,491 119,932 620,450 100,112 44.000 44.000 137.766 600.710 600.7 Budget 2,245,245 2,245,255 2,245,255 3,755 Operational (990) (1230) (230) (230) (230) (230) (230) (230) (200) (200) (46,197) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (46,673) (47,186) (47,186) (48,187) (48,1 185.329 316.396.95 316.396.95 316.396.96 316.369.96 316.369.96 46.369.96 10.268.96 10. Interdepartmental Actual Appropriation Units Operating Expenses Actual 9.0508 9.0508 173.914 7.3.914 8.1338 9.1338 Wages & Benefits Actual 395.212 399.126 1.282.683 144.091 241.545 1272.798 1272.798 1279.491 91.806 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 15.601.399 16.603.806 455,720 369,976 1,456,597 146,227 246,670 272,267 143,94,26 10,396 986,340 15,162,894 164,91 164,91 202,044 202,044 202,044 202,044 203,478 235,1915 3,657 3,657 3,657 3,657 3,006 4,746 4,7 Variance 793.184 879.221 175,806 275,806 275,806 225,345 847,488 847,488 847,488 2,922,642 1053,765 403,662 3,789,075 6,7104 3,789,075 6,7104 5,755,008 3,789,075 6,7104 8,7 Revenue 7.269 6.811 6.811 5.609 7.292 7.764 Budget Finance

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16,692,991 14,615,918 1,094,499 2,059,521 5,573,949 3,223,460

Special Revenue
Community Programs
H&HS Adman
Office on Aging
Public Health
Social Services
Economic Support

220 220 220 220 220 220 250 250 250

200

Total - General Fund

\$ 43,260,338

Total - Special Revenue

Health Care Centers Rocky Knoll

320

300

Fotal - HCC

\$ 2,503,400

\$ 1,518,409 \$ 1,517,317 \$

889,572 | \$

\$ 1,069,668 \$

\$ 377,709

\$ (1,902,533) 4,667,871 \$ 2,411,833 7,079,704 5 5,177,171 Operational Change Positive/(Negative) Total Revenue Variance - All Funds Total Variance Positive(Negative) Total Expenditure Variance Less Carryovers

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE		EXECUTIVE	XECUTIVE		=	
Т	O WHOM WAS REFERRED RE	ESOLUTION NO	D: 34			
RE:	RE: Amending the Sheboygan County Comprehensive Outdoor Recreation and Open Space Plan 2021					
HAVE	CONSIDERED THE SAME AN	ID RECOMMEN	D:			
	ADDITIONAL TIME B THE RESOLUTION B FILING WITH THE C AMENDING THE RES	BE ADOPTED LERK		IE MATTER		
RESP	ECTFULLY SUBMITTED THIS	18th	_DAY OF	April 202	23	
	EXEC	CUTIVE CON	MITTEE			
OPPO	OSED TO THE REPORT:		CONCURRIN	G IN THE REPOR	<u>T:</u>	
VERN	ION KOCH	_	VERNON KOC	Н		
KEITH	H ABLER	_	KEITH ABLER			
WILLI	AM C. GOEHRING	_	WILLIAM C. GO	DEHRING		
CURT	BRAUER		CURT BRAUEF	3		
FDW/	ARD PROCEK		FDWARD PRO	CEK		

1	SHEBOYGAN COUNTY RESOLUTION NO. 34 (2022/23)				
2 3 4 5 6	Re: Amending the Sheboygan County Comprehensive Outdoor Recreation and Open Space Plan 2021				
7 8 9	WHEREAS, the County Board, at approximately five-year intervals, adopts updates of the "Sheboygan County Comprehensive Outdoor Recreation & Oper Space Plan" (the "Plan") prepared by its Planning & Conservation Department, and				
10 11 12 13	WHEREAS, this Plan was last updated and approved by the County Board or May 18, 2021, as Resolution No. 3 (2021/2022), and				
14 15 16 17 18 19	WHEREAS, the City of Plymouth has requested that Sheboygan County amend the Plan to acknowledge intended improvements at Roosevelt-Nutt Park in the City of Plymouth; such amendment is a condition of applying for a State Stewardship Grant for updates and development to Roosevelt-Nutt Park, and				
20 21 22	WHEREAS, the Planning, Resources, Agriculture, and Extension Committee recommends that the County Board amend the 2021 Plan as requested;				
23 24 25 26 27 28 29 30	NOW, THEREFORE, BE IT RESOLVED that the "Sheboygan County Comprehensive Outdoor Recreation and Open Space Plan 2021," is hereby amended on or about Page 86 in the City of Plymouth Analysis and Recommendations section prior to the last sentence and shall read, "Lastly, the City of Plymouth, along with a dedicated group of volunteers, are working to update the Roosevelt-Nutt Park ski hill area and will seek State Stewardship funding and/or other available funding to complete the work."				
31 32 33 34 35	BE IT FURTHER RESOLVED, any required map updates should also be completed to reflect the above language amendment.				
36 37 38 39 40 41 42	(The Rest of This Page Intentionally Left Blank)				

BE IT FURTHER RESOLVE	D that copies of the Plan as hereby amended be		
kept on file in the Office of the Cour	nty Clerk and the County Planning & Conservation		
Department to be available for review and inspection by all interested parties.			
	,		
Respectfully submitted this 2	1st day of March, 2023		
reoperating dustrices and 2	Tot day of Matori, 2020.		
PLANNING RESOURCES AG	RICULTURE AND EXTENSION COMMITTEE*		
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	Coith Hele		
	Keith Abler, Chairperson		
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	Rebecca Clarke, Vice-Chairperson		
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	kept on file in the Office of the Cour Department to be available for revie Respectfully submitted this 2 PLANNING, RESOURCES, AG		

March 13, 2023, draft

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,

Jeremy Fetterer, Interim Finance Director

March 21, 2023



SHEBOYGAN COUNTY

Jeremy Fetterer
Interim Finance Director

Stefanie Albrecht *Interim Deputy Finance Director*

MEMO

To: Executive Committee

From: Bernie Rammer, Purchasing Agent

Date: April 4, 2023

Re: Expansion of UV-C Disinfection Project

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.