NOTICE OF MEETING

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE

May 16, 2024 3:00 P.M.

Administration Building 508 New York Ave Sheboygan WI 53081 Room 302

Remote Access: +1 443-885-0748

Meeting ID: 696 371 608#

Virtual: meet.google.com/sbw-gpxn-wqo

Members of the Committee may be appearing remotely. Persons wanting to observe the meeting are encouraged to listen remotely.

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Correspondence

Approval of Minutes for the April 18, 2024 Executive Committee Meeting

Consideration of Resolution No. – Approving Use of American Rescue Plan Act (ARPA) Funds (No. 9)

Consideration of 1st Quarter Variance Reports

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.)

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

Keith Abler 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 any of its committees may be present at this meeting, and it is likely that a majority of the Finance committee will 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

April 18, 2024 Called to Order: 1:00 PM Adjourned: 1:20 PM

MEMBERS PRESENT: In Person: Keith Abler, William Goehring, Curt Brauer, Edward Procek,

and Kathleen Donovan

Remote: None

ALSO PRESENT: In Person: Vern Koch, Tom Wegner, Jerry Jorgensen, Alayne Krause,

and Peggy Osthelder

Remote: Jon Kuhlow (arrived at 1:13 PM)

Chairman Abler called the meeting to order at 1:00 PM. Peggy Osthelder certified compliance with the open meeting law. The meeting notice was posted at 12:00 PM on April 17, 2024.

Supervisor Brauer made a motion to elect William Goehring to serve as the Committee Secretary. Motion seconded by Supervisor Donovan. Motion carried.

The Committee discussed the County Board Chairman's Liaison Committee Assignments. Chairman Abler reviewed the considerations for his appointments. Supervisor Brauer made a motion to approve the appointments. Motion seconded by Supervisor Goehring. Motion carried.

County Administrator Alayne Krause welcomed the newly elected Executive Committee. Administrator Krause then reported on an article she recently wrote on the Forward Fund housing initiative for the Wisconsin Counties Association Magazine, and let the Committee know to watch out for the article in an upcoming edition of the magazine. Additionally, Administrator Krause reported that the U.S. Treasury released new rules for obligating American Rescue Plan Act funds, and is hosting an upcoming webinar to clarify the new rules. County staff will participate in the webinar and are working to get up to speed on these changes. Finally, Administrator Krause reported on the status of the Tyler Munis project and results from a recent third-party assessment of the project.

The Committee discussed attendance at special meetings. Chairman Abler requested blanket approval for all County Board Supervisors to attend the Wisconsin Counties Association District Meeting on April 25, 2024 in Appleton, Wisconsin. Supervisor Procek moved to approve the request. Motioned seconded by Supervisor Donovan. Motion carried.

Supervisor Goehring requested blanket approval for all County Board Supervisors to attend Wisconsin Town Association Meetings. Supervisor Brauer made a motion to approve the request. Motioned seconded by Supervisor Procek. Motion carried.

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 Thursday, May 16 at 3:00 PM.

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

Peggy Osthelder, Recording Secretary

William Goehring, Secretary

SHEBOYGAN COUNTY RESOLUTION NO. (2024/25)

Re: Approving Use of American Rescue Plan Act (ARPA) Funds (No. 9)

WHEREAS, on March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law, and

WHEREAS, ARPA established the coronavirus State and Local Fiscal Recovery Funds (SLFRF) program to provide \$350 Billion of support to state, territorial, local, and tribal governments in responding to the economic and public health impacts of COVID-19; and

WHEREAS, Sheboygan County received approximately \$22 million in SLFRF funds through ARPA; and

WHEREAS, U.S. Treasury's Final Rule allows for the use of ARPA funds to respond to the COVID-19 public health emergency or its negative economic impacts; for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency; and to make necessary investments in water, sewer, or broadband infrastructure; and

WHEREAS, the Human Resources Department has identified the need to conduct a wage study to determine market value of each position, propose equitable salary ranges and ensure internal pay parity that can attract and retain employees; the HR department has also identified the need for a marketing campaign for recruitment and retention of the talent necessary to maintain County operations across all departments; the HR department has also identified the need for hiring a limited term employee HR Generalist to perform the daily functions within the department; and

WHEREAS, Rocky Knoll Health Care Center has identified the need for upgrading the sanitary force main pump station, to include replacing the pumps, upgrading the electrical components, and installing a new grinder; and

WHEREAS, the Sheriff's Department, has identified the need to hire a consultant to conduct a Fire and Emergency Medical Services study to evaluate current and future needs within the County; and

WHEREAS, the Building Services Department has identified the need for repairs to the Courthouse exterior via tuckpointing and window replacement, to maintain the structural integrity of the building to continue serving Sheboygan County residents, as well as the need for replacing the current outdated door access control system with a newer version which will be fully integrated with the security camera system; and

NOW, THEREFORE, BE IT RESOLVED that the Sheboygan County Board of Supervisors has determined that a portion of Sheboygan County's ARPA SLFRF funds shall be used for the following eligible expenses as detailed in the following chart:

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Total ARPA Requests*	\$1,439,240 \$496,265	\$509,634 \$2,	445,139
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^{*}These are forecasted amounts. ARPA Funds allocated will be adjusted to actual incurred.

BE IT FURTHER RESOLVED that the 2024 allocations noted in the above chart shall be incorporated into the 2024 budget.

BE IT FURTHER RESOLVED, that the Department liaison committee and Executive Committee have authority to approve any changes to the specific use of ARPA funds contained within the same budget appropriation unit; in the alternative, any change to the above allocation requiring an amendment to the department budget shall follow the normal and customary budget amendment process as outline in the County Code.

Respectfully submitted this 21st day of May, 2024.

EXECUTIVE COMMITTEE

Keith Abler, Chairperson	Curt Brauer, Vice-Chairperson
William Goehring, Secretary	Kathleen Donovan
	Edward Procek
Орр	osed to Introduction:
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VARIANCE REPORT FOR DEPARTMENT -- COUNTY ADMINISTRATOR FOR THE QUARTER ENDING 03/31/2024

	TON THE QUARTER	ON THE QUANTER ENDING 03/3 1/2024	
MING G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE	
Personnel Related Expenditure Wages	32,218.48	Vacant positions not yet filled during Q1	
Benefits	4,327.35	Social Security and retirement under budget due to vacant positions	
Operating Expenses General Operating	3,153.80	Travel and training items not yet expensed; membership dues not yet invoiced; cell phone expenses under budget due to vacant positions	
nterdepartmental Charges Employee Related Insurance	12,726.50	Vacant positions not yet filled during Q1	
Variances Less Than Justification Threshold	(25,821.47)	ARPA revenue not transferred in due to vacant position	
TOTAL	26,604.66 Positive		

VARIANCE REPORT FOR DEPARTMENT -- COUNTY BOARD FOR THE QUARTER ENDING 03/31/2024

		TOR THE GOVERNER ENDING GOVO 1/2024		
TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE	
Personr Wages	nel Related Expenditure	5,704.62	Fewer per diems than budgeted for Q1.	
	ng Expenses al Operating	2,163.98	Mileage reimbursement requests lower than budgeted; lodging and transport less than budgeted	
Variance	es Less Than Justification Threshold	775.00		
TOTAL		8,643.60 P	ostive	