

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

Description	2024	2025	2026	Total Cost
Human Resources Wage Study	\$ 251,050			\$ 251,050
Rocky Knoll Sanitary Pump Station Upgrades	\$ 313,590			\$ 313,590
Fire and EMS Study	\$ 49,600			\$ 49,600
Courthouse Tuckpointing	\$ 700,000			\$ 700,000
Human Resources LTE HR Generalist		\$ 96,265	\$ 99,634	\$ 195,899
Building Services - County Wide Door Access Control Replacement	\$ 90,000	\$ 400,000	\$ 410,000	\$ 900,000
Human Resources Recruitment Marketing Campaign	\$ 35,000			\$ 35,000

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 Ablter, Chairperson

Curt Brauer, Vice-Chairperson

William Goehring, Secretary

Kathleen Donovan

Edward Procek

Opposed to Introduction:

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

TIMING	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
	Interdepartmental 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**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Personnel Related Expenditure		
	Wages	5,704.62	Fewer per diems than budgeted for Q1.
	Operating Expenses		
	General Operating	2,163.98	Mileage reimbursement requests lower than budgeted; lodging and transport less than budgeted
	Variances Less Than Justification Threshold	775.00	
	TOTAL	8,643.60	Postive