

LINCOLN COUNTY ADMINISTRATIVE & LEGISLATIVE COMMITTEE

Wednesday, March 5, 2025 - 4:30 PM

MINUTES

1. Call to Order

Chair Boyd called the meeting to order at 4:30pm

Present In-Person: Jesse Boyd, Julie DePasse, Lori Anderson-Malm, Greg Hartwig

Present Virtual: Angela Cummings, Ken Wickham, Marguerite Lyskawa

Not Present: none

Department Heads In-person: Renee Krueger, Karry Johnson, Matt Pultz, Travis Spoehr, Heather Marheine, Dean Bowe, Mike Huth, Tom Boivert

2. Approval of the Minutes

a. Approve Minutes From February 5, 2025:

M/S DePasse/Anderson-Malm to approve minutes from February 5, 2025. Carried on voice vote.

3. Consent Agenda

a. Financials

i) Veterans Office

2024 Budget Modifications, Carryover Requests, & Contingency Request

M/S DePasse/Cummings to approve 2024 Budget Modifications, Carryover Requests, and Contingency Request for Veterans Office. Carried on voice vote.

ii) Information Technology

2024 Budget Modifications & Carryover Request

M/S DePasse/Anderson-Malm to Approve 2024 Budget Modifications & Carryover Request for IT. Carried on voice vote.

iii) Corporation Counsel

2024 Budget Modifications

M/S DePasse/Wickham to Approve 2024 Budget Modification for Corporation Counsel. Carried on voice vote.

iv) Administrative Coordinator

2024 Budget Modifications & Carryover Request

M/S DePasse/Hartwig to approve 2024 Budget Modifications & Carryover Request for Administration. Carried on voice vote.

v) YTD Budget Reports Presentation

Discussion was held regarding Department Heads presenting their own budget and the transition of the

County Board Budget out of A&L and into Finance in which the Finance Director will report to. Budgets are placed on file.

b. Timesheet(s) Approval

M/S Cummings/Wickham to approve all timesheets as submitted. Carried on voice vote.

i) Veterans CVSO Timesheet Jan 20 - Feb 16

c. Expense Reimbursement(s) Approval

None submitted

d. Activity Reports (written) & Discussion as needed

Verbal overview of reports provided by department heads. Written reports placed on file.

i) Veterans Office

Veterans Activity & YTD Report February 2025

ii) Information Technology

iii) Corporation Counsel

iv) Administrative Coordinator

4. Discussion & Action

a. Approval of Lincoln County Board Work Plan

Krueger informed the committee that the department heads were provided the draft copy of the County Board Work Plan and there were no additional projects. M/S Anderson-Malm/Cummings to approve the Lincoln County Board Work Plan. Carried on voice vote.

b. Approval of Administration/HR Mission Statement "Supporting organizational success through efficient administration, strategic HR solutions, and fostering a positive workplace culture."

Krueger informed the committee of the request to update the Administration Mission Statement. M/S DePasse/Hartwig to approve. Carried on voice vote.

c. Discussion and Approval of Application for Energy Efficiencies and Conservation Block Grant (EECBG)

Krueger and Boyd provided an update of Facilities Ad Hoc status in relationship to the EECBG grant timelines. M/S Hartwig/Anderson-Malm to approve the Administrative Coordinator to apply for the grant on behalf of the ad hoc committee. Carried on voice vote.

- d. Closed Session:** The committee may consider a motion to adjourn into closed session (roll call vote required), pursuant to:
- a. Wis. Stats. § 19.85(1)(e), "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session", to wit: Update from Broker and review of any Letters of Intent for the sale of Pine Crest Nursing Home.
 - b. Wis. Stats. § 19.85(1)(g), for the purpose of "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become

involved”: To wit: consult with Corporation Counsel regarding litigation related to return of earnest money and possible litigation related to Tortious Interference by Donald J. Dunphy with Contract of the Sale of Pine Crest Nursing Home.

Reconvene into open session.

Take any action on items discussed in closed session.

M/S Wickham/DePasse to postpone closed sessions until time certain, March 10, 2025 at 4:30pm. Carried on voice vote.

5. Resolutions & Ordinances

- a. 2025-03-XX Resolution Accepting Donation From The American Legion Riders Club In The Amount Of \$400**

M/S DePasse/Anderson-Malm to approve resolution Accepting Donation From The American Legion Riders Club In The Amount of \$400. Carried on voice vote.

- b. 2025-03-XX Resolution for Addition of a Conservation Specialist to the Lincoln County Land Services Department**

M/S DePasse/Hartwig to approve resolution for Additional of a Conservation Specialist to the Lincoln County Land Services Department. Discussion by the committee regarding accepting funding for unmandated services and the needs of community, budget constraints, and reducing the size of government. Carried on voice vote.

- c. 2025-03-XX Reinstating the Payroll Technician to Full Time and Restructuring the Forestry, Land & Parks by eliminating the Forestry Account Technician position and creating a Recreation Forester Position.**

M/S Anderson-Malm/Hartwig to approve a resolution Reinstating the Payroll Technician to Full-Time and Restructuring the Forestry, Land & Parks by eliminating the Forestry Account Technician position and creating a Recreation Forester Position. Discussion regarding turnover, efficiencies, staffing and facilities, and the impact of salary and fringe on the county. Continued discussion on the use of State/Federal grants by local governments. Carried on voice vote.

- d. 2025-03-XX Resolution To Authorize Commencement of Legal Action Against Merrill Campus, LLC and Senior Management, Inc., for the Release of the Earnest Money from the Terminated Pine Crest Sale Agreement**

M/S Cummings/Hartwig to approve a resolution to Authorize Commencement of Legal Action Against Merrill Capus, LLC and Senior Management, Inc. for the Release of the Earnest Money from the Terminated Pine Crest Sale Agreement. Carried on voice vote.

6. Set Next Meeting Date & Adjourn

- a. Next Meeting: Wednesday, April 2, 2025, 4:30pm
Adjourn**

Meeting adjourned at 6:40pm.

Special A&L meeting scheduled for March 10, 2025 at 4:30pm.