

AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, August 11, 2020

3:15 p.m.

Virtual Meeting via Webex

Dial In: 1-415-655-0001 **Access Code:** 923 166 093 **please mute device upon entry*

For those wishing to make public comment, you must e-mail Samantha Kraegenbrink at samantha.kraegenbrink@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public session to make your comments.

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. July 07, 2020
 - b. July 30, 2020
5. Refunding Alternatives for 2011B Issue – Norb Kirk and Sean Lentz: Ehlers – **Discussion**
6. United Way Day off with Pay – **Discussion/Action**
7. File No. 20-21/055: Ordinance – to amend section 2.04.010 B. of the Code: Rule 1 – Meetings; to amend section 2.04.310 B. of the Code: Rule 31 – Committee Meetings – **Discussion/Action**
8. File No. 20-21/060: Resolution – Establishing a Library Planning Committee for Eau Claire County – **Discussion/Action**
9. Proclamation proclaiming August 2020 as “Nation Women’s Suffrage Month.” In Celebration, Recognition, and Honor of the 100th Anniversary of the 19th Amendment to the United States Constitution – **Discussion/Action**
10. Set Future Committee Meetings and Items for Discussion

Next Regular Meeting – September 8, 2020 at 2:30 p.m.

Prepared by: Samantha Kraegenbrink

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-6945 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

MINUTES

Eau Claire County

• Committee on Administration •

Tuesday, July 07, 2020

2:30 p.m.

Location: Webex Virtual Meeting

Present: Nick Smiar, Mark Beckfield, Gerald Wilkie, Ray Henning, Colleen Bates

Others: Samantha Kraegenbrink – Administration, Sonja Leenhouts – Risk Analyst, Kathryn Schauf – County Administrator, Tim Sullivan – Corporation Counsel, Matt Theisen – Facilities Director, Diane Cable – Human Services Director,

Public (Board Members): Judy Gatlin, Jim Dunning

Public: Present

Chair Smiar called the meeting to order at 2:30 p.m. and confirmed meeting notice.

Verbal roll call was taken and listed above under *present*.

The committee reviewed the meeting minutes from June 9, 2020. Supervisor Wilkie motioned to approve the minutes are presented; Supervisor Henning seconded the motion. All in favor, minutes approved.

Sonja Leenhouts provided information on Risk & Safety and worker's compensation claims for quarter 1 or quarter 2 of 2020 vs. 2019.

Tim Sullivan discussed File No. 20-21/036, authorizing closing County facilities and functions except for Law Enforcement, the Airport, and 24-Hour Operations for 6 days in 2020; implementing furlough without pay for employees on those days. It was advised that 24/7 operations would not apply to this resolution. **Action:** Update fact sheet to be clearer on what is included under "24/7 operations." Supervisor Bates motions to approve; Supervisor Wilkie seconded the motion. All in favor; motion passes.

Motion by Supervisor Beckfield to discuss the resolution; seconded by Supervisor Bates. Administrator Schauf explained File No. 20-21/035, Adopting a Strategic Plan for the Years 2020-2022 for Eau Claire County. The committee further discussed the resolution and the Strategic Plan. All in favor, motion passes.

The committee discussed File No. 20-21/041 authorizing to abolish one (1.0) FTE Administrative Specialist III and to create one (1.0) FTE Assistant to the County Administrator. Motion by Supervisor Beckfield to discussion; seconded by Supervisor Henning. Administrator Schauf provided further details on the proposed resolution. Supervisor Wilkie motions to approve; Supervisor Beckfield seconded the motion. All in favor, motion passes.

The committee discussed File No. 20-21/042 authorizing to abolish one (1.0) FTE Risk Analyst and to create one (1.0) FTE Risk Manager. Motion by Supervisor Bates to discussion; seconded by Supervisor Henning. Administrator Schauf provided further details on the proposed resolution. Supervisor Wilkie motions to approve; Supervisor Beckfield seconded the motion. All in favor, motion passes.

The committee discussed File No. 20-21/043 authorizing to reclassify the Facilities Director to Pay Grade U, Step 1. Supervisor Beckfield motioned to discuss the resolution; seconded by Supervisor Bates. Administrator Schauf provided further details on the proposed resolution. The committee discussed the resolution. All in favor, motion passes.

Administrator Schauf provided detail on the need to change the effective time of the Strategic Plan in the County Code. We are asking that the committee gives consideration to change the Strategic Plan to odd years as opposed as even years. Supervisor Henning advises that the Wisconsin Counties Association states that the Strategic Plan work sessions/changes should not be tied down to even/odd years, and to instead keep the change of the plan fluid. Administration will utilize Supervisor Henning's comments to prepare more information/document to share with the committee at a future meeting.

Matt Theisen provided a review of Capital Projects for 2021.

The committee discussed File No. 20-21/044 encouraging board members to return their pay increases for 2020. Supervisors Bates motioned to begin discussion; seconded by Supervisor Beckfield. Chair Smiar provided further

explanation on the resolution. 1 yes (Supervisor Beckfield) and 4 no (Supervisors Henning, Smiar, Bates, Wilkie)

Norb Kirk – Finance Director and Diane Cable – Human Services Director provided detail on the operational structure of County Finance Services. The topic will be agendized regularly for ongoing dialogue.

The committee reviewed the recommendation of reappointments to the Local Emergency Planning Committee. Motion by Supervisor Henning to confirm the below appointments, seconded by Supervisor Wilkie. All in favor.

Local Emergency Planning Committee

James Hager (reappointment) term expires April 2022

Jason Knecht (reappointment) term expires April 2022

Jack Running (reappointment) term expires April 2022

Steve Vargo (reappointment) term expires April 2022

The meeting was adjourned at 4:23 p.m.

Respectfully submitted by,



Samantha Kraegenbrink
Administrative Specialist III

MINUTES

Eau Claire County

• Committee on Administration •

Thursday, July 30, 2020

11:00 a.m.

Location: Webex Virtual Meeting

Present: Nick Smiar, Colleen Bates, Mark Beckfield, Gerald Wilkie, Ray Henning

Others: Samantha Kraegenbrink, Kathryn Schauf, Tim Sullivan, Norb Kirk

Public: Judy Gatlin – County Board Supervisor

Chair Smiar called the meeting to order at 11:01 a.m. and confirmed meeting notice.

Verbal roll call was taken and noted above under present.

No public wished to make comment.

Chair Smiar asked for a motion to support File No. 20-21/045, a resolution approving 2020 gifts, grants, and/or donations to Eau Claire County. Supervisor Wilkie motioned to record the support of the Committee on Administration; Supervisors Henning seconded the motion. By roll call vote, 5 ayes (Supervisors Wilkie, Henning, Beckfield, Bates, Smiar) and 0 noes. Motion passed and the file is referred back to the County Board with a statement of support.

Chair Smiar opened discussion on the referral from the County Board of Supervisors regarding File No. 20-21/028 – To create a task force. Supervisor Bates recommended 7 members and Supervisor Henning recommended 9 members (the Chairs of each standing committee.) Supervisor Wilkie suggested having fresh eyes on the task force; he has recommendations whom he contacted and has agreed to serve if needed. Supervisor Gatlin was permitted to speak and advised that if all chairs were appointed, it would lack diversity with 7 males and 2 females. Chair Smiar provided an opinion to appoint a variety of members from the County Board, chairs or not. The committee further discussed the composition of the committee.

Supervisor Henning motions the recommendation is 9 County Board members which are the Chair of the standing committees/or the vice-chair as a designee. In addition, the County Administrator, Corporation Counsel, and the Finance Director will attend meetings. Chair Smiar would assume the responsibility of the Chair of the task force. The committee discussed whether the Chair be a voting or non-voting member, which Chair Smiar will determine at the first meeting of the task force. Motion is seconded by Supervisor Bates. By roll call vote, 4 ayes (Supervisors Wilkie, Henning, Beckfield, Bates) 0 noes, and 1 abstain (Supervisor Smiar.)

Chair Smiar will notify the board of the decision of this committee and they other chairs of their appointment. After which, a meeting will be scheduled.

The meeting was adjourned at 12:09 p.m.

Respectfully submitted by,



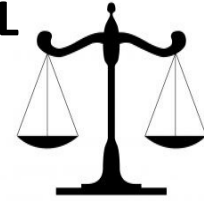
Samantha Kraegenbrink – Administration



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CORPORATION COUNSEL

Timothy J. Sullivan

Fact Sheet: Amending sections 2.04.010B and 2.04.310 B of the Code

This proposed amendment to the code is being offered to allow the chair of the county board, in response to the Covid-19 pandemic, to authorize meetings to be held remotely by videoconference or teleconference.

On March 17, 2020, the County Board authorized an emergency declaration in response to the Coronavirus/ COVID-19 pandemic. The emergency declaration authorized meetings to be held remotely through electronic means. The emergency declaration expired on or about May 17, 2020.

Section 2.040.10 B. requires that all meeting of the county board shall be held in the county board of supervisors' chambers at the courthouse, unless otherwise ordered by the board. The proposed amendment, in response to the Covid-19 pandemic authorizes the chair to determine that meetings may be held remotely either by videoconference or teleconference. The authority would expire on April 22, 2022 the current term of the board.

Section 2.04.310 B requires the members of standing committees to be in physical attendance of the meeting and for other committees, commissions, boards and councils they may meet by teleconference but county board members of those bodies must be in physical attendance at the meeting site. The proposed amendment authorizes all members to appear remotely if the county board chair authorizes meeting will be held remotely under section 2.04.010B.

Timothy J. Sullivan
Corporation Counsel

2
3 TO AMEND SECTION 2.04.010 B. OF THE CODE: RULE 1—MEETINGS; TO AMEND
4 SECTION 2.04.310 B. OF THE CODE: RULE 31—COMMITTEE MEETINGS

5
6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7
8 SECTION 1. That Subsection B. of Section 2.04.01 of the code be amended to read:

9
10 B All meetings shall be held in the county board of supervisors' chambers at the
11 courthouse unless otherwise ordered by the board. Notwithstanding the above, the chair of the
12 county board in response to the COVID-19 worldwide pandemic, and through April 22, 2022,
13 shall have the authority to authorize meetings to be held remotely either at another location or by
14 electronic means that include appearance of members by videoconference or by teleconference.

15
16 SECTION 2. That Subsection B. of Section 2.04.310 of the code be amended to read:

17
18 B. No standing committee meeting shall be held without the majority of the members
19 in physical attendance, except in case of extreme emergency as approved by the committee chair.
20 Other committees, commissions, boards and councils may meet via telephone conference phone
21 using a speaker phone or videoconferencing at the discretion of the chair, but only if all available
22 county board members are in physical attendance at the meeting site. Notwithstanding the above,
23 if the chair of the county board authorizes meetings to be held remotely under section 2.04.010 B
24 the chair of the committee may convene the meeting remotely by electronic means that include
25 attendance of all members by videoconference or teleconference.

26
27
28 I hereby certify that the foregoing
29 correctly represents the action taken
30 By the undersigned Committee on
31 August _____, 2020 by a vote of ____
32 for, and ____ against.
33

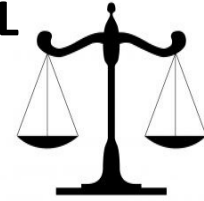
34
35
36 _____
37 Nick Smiar, Chair
Committee on Administration



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CORPORATION COUNSEL

Timothy J. Sullivan

August 5, 2020

Fact Sheet; 20-21/060, Library Planning Committee

This resolution supports the creation of a Library Planning Committee. The last time the county convened a library planning committee was in the year 2012. The Eau Claire County Library Plan that was adopted in 2012 called for the Library Planning Committee to reconvene in 2017. This has not happened.

The purpose of the Library Planning Committee would be to review the current Library Plan, the Library Services Agreement and if necessary, make recommendations for changes to those documents.

This resolution creates an ad hoc library planning committee of 11 members, with the work to be completed by the end of December 2020.

Timothy J. Sullivan
Corporation Counsel
TJS

2
3 ESTABLISHING A LIBRARY PLANNING COMMITTEE FOR EAU CLAIRE COUNTY
4

5 WHEREAS, library services in Eau Claire County are currently provided through means of a
6 library services agreement that was originally adopted in 1988 and then updated in 1997; and
7 through a Library Services Plan that was adopted in 2012; and,
8

9 WHEREAS, the 2012 Library Services Plan called for reconvening the Library Planning
10 Committee in January 2017 to update the plan, this has not yet been done; and,
11

12 WHEREAS, the County is interested in exploring changes to the current Library Services
13 Agreement or the updating of the current Library Services Plan; and,
14

15 WHEREAS, Wisconsin Statutes section 43.11 established the process for library planning
16 and allows the County Board of Supervisors to create a library planning committee.
17

18 NOW THEREFORE BE IT RESOLVED; that the Eau Claire County Board of
19 Supervisors hereby creates an 11 member ad hoc Library Planning Committee composed of the
20 following: Two county Board Supervisors; one representative from each of the Eau Claire,
21 Altoona, Fall Creek and Augusta libraries; Two Town Board chairmen; one town resident from a
22 town that does not maintain a library; one resident from a city, village or town that maintains a
23 library; and one representative from the Indianhead Federated Library System; and,
24

25 BE IT FURTHER RESOLVED, that the Library Planning Committee shall review the
26 current library services agreement, the current Library Services Plan and explore changes to the
27 agreement/plan, including the possible creation of a public library system under Wis. Stats §§
28 43.19 or 43.21, and submit its report and recommendations to the Committee on Administration,
29 library boards and chief elected officers in the County no later than December 31, 2020; and,
30

31 BE IT FURTHER RESOLVED THAT the County Board Chairman is authorized to
32 appoint members of the Library Planning Committee.
33

34
35 ADOPTED:
36

37
38 I hereby certify that the foregoing
39 correctly represents the action taken by the
40 undersigned Committee on Administration
41 by a vote of ____, for, ____ against.
42

43
44 _____
45 Committee on Administration
46 Nick Smiar, Chair

47 Dated this ____ day of _____, 2020.
48

49 TJS

1 **PROCLAMATION**

2
3 PROCLAIMING AUGUST 2020 AS “WOMAN’S SUFFRAGE MONTH” IN
4 CELEBRATION, RECOGNITION AND HONOR OF THE 100TH
5 ANNIVERSARY OF THE 19TH AMENDMENT TO THE UNITED STATES
6 CONSTITUTION

7
8
9 WHEREAS, the bold, courageous and powerful women who fought for the ratification of the
10 19th amendment to the United States Constitution on August 26, 1920, deserve special
11 celebrations especially on the 100th anniversary of its ratification in 2020; and

12
13 WHEREAS, Wisconsin was the first state to ratify the 19th Amendment after Congress passed it;
14 and

15
16 WHEREAS, the right to vote is the cornerstone of our democracy and the fundamental right
17 upon which all our civil liberties rest; and

18
19 WHEREAS, the 19th Amendment did not guarantee suffrage for all women, including Native
20 Americans who did not gain the right to vote until 1924. For Asian Pacific Islander Americans it
21 was 1952. African American and Latin Americans suffered voter suppression until passage of the
22 Voting Rights Act of 1965 and 1975; and

23
24 WHEREAS, the fact that today women are active in local, state and national government and are
25 running for office in unprecedented numbers reminds us that we all follow in the footsteps of
26 these resolute American suffragists: and

27
28 WHEREAS, the 19th amendment to the United States Constitution has played an important role
29 in advancing the rights of all women.

30
31 NOW THEREFORE, I NICK SMIAR, CHAIR OF THE EAU CLAIRE COUNTY BOARD OF
32 SUPERVISORS, DO HEREBY PROCLAIM AUGUST 2020 AS WOMAN’ SUFFRAGE
33 MONTH TO CELEBRATE THE 100TH ANNIVERSARY OF THE PASSAGE AND
34 RATIFICATION OF THE 19TH AMENDMENT TO THE UNITED STATES
35 CONSTITUTION:

36
37 PRESENTED: This ____ day of August 2020.

38
39
40
41
42 _____
43 Nick Smiar, County Board Chair
44