



PORTAGE COUNTY

MEETING MINUTES

EXECUTIVE/OPERATIONS COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Thursday, February 3, 2022

4:30 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 214 195 895, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to filenk@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

The Executive/Operations Committee was called to order at 4:30 p.m.

Members present in person: Dodge, Haga, Miresse, Potocki, Raikowski

Others present in person: County Clerk Filen

Others present remotely: Corporation Counsel Ray

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

None

APPROVAL OF MINUTES

1. Approval of minutes from January 6, 2022

A motion was made by Supervisor Raikowski, seconded by Supervisor Miresse to approve the minutes. Motion carried by voice vote, with no negative votes.

CONFIRMATION OF PORTAGE COUNTY EMERGENCY FIRE WARDENS FOR 2022:

2. Town of Alban - Gordy Krogwald
Town of Almond - Dan Folan
Town of Amherst - Victor Voss
Town of Buena Vista - Doug Berry
Town of Pine Grove - Raj Bhandari
Town of Plover - Mark Deaver
Town of Sharon - Justin Cornell
Town of Stockton - Maria Davis

A motion was made by Dodge, seconded by Potocki to approve the 2022 Emergency Fire Wardens. Motion carried by voice vote, with no negative votes.

DISCUSSION/POSSIBLE ACTION

3. Discussion/Possible Action Re: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings

- Special meeting attendance reports

None

4. Discussion/Possible Action Re: Approval of Special Meeting Attendance Sheets

A motion was made by Supervisor Miresse, seconded by Dodge to approve the special meeting attendance sheets. Motion carried by voice vote, with no negative votes.

5. Discussion/Possible Action Re: Amending Portage County Code of Ordinances Section 3.1, Entitled "The Portage County Board of Supervisors Structures and Responsibilities of the Standing Committees and Standing Appointments of the Portage County Board," To Clarify the Appointment Processes for All Committees, Update Statutory References, and Remove Redundant Term Language

A motion was made by Supervisor Miresse, seconded by Dodge to adopt the resolution.

Supervisor Miresse questioned the language in 3.1(b) and asked for clarification from Corporation Counsel regarding the term start. Corporation Counsel Ray provided a recommendation to change the language as indicated below.

A motion was made by Supervisor Dodge, seconded by Supervisor Potocki to replace the 2nd to last sentence in 3.1(b) "New terms will therefore commence on the third of Tuesday of the designated month" with the following sentence: "The terms of those persons elected shall commence on the third Tuesday of the designated month."

Motion carried by voice vote, with no negative votes.

Supervisor Miresse requested that the County Clerk go through 3.1 and change all the references to gender, to neutral language, for example: Chairman to Chair or Chairperson. The Committee agreed on this change, but no formal motion was made or vote taken. The Committee directed the County Clerk to make these changes as scrivener's errors prior to sending the resolution and ordinance language to County Board for adoption.

The Committee discussed making changes to membership of some of the Committees in 3.1, but decided against taking any action at that time.

DISCUSSION ONLY RE:

6. Discussion Only Re: Mid-State Presentation on Advanced Manufacturing, Engineering Technology & Apprenticeship Center Project

Chair Haga asked if the Committee had any questions or feedback regarding the recent presentation from Mid-State regarding their Advanced Manufacturing, Engineering Technology, & Apprenticeship Center Project. Chair Haga voiced his support of the County contributing to the project and using ARPA funds to invest in the community.

7. Discussion Only Re: Special Meeting Attendance Process and Meeting Attendance Policy

The Committee provided direction to staff to draft a policy for special meeting attendance and for an attendance policy for County Board. The Committee direction included:

- o Setting a limit to the number of supervisors who can attend a special meeting or conference
- o Implementing a policy regarding the responsibility of the supervisor to pay for late registration fees or cancellation fees for conference registration
- o Setting a limit to the number of unexcused absences a supervisor can have
- o Implementing protocol and disciplinary action for supervisors who miss more than the allotted number of meetings
- o Defining a call-in procedure for supervisors reporting an excused absence
- o Defining expectations of supervisors

8. Discussion Only Re: Rules of Decorum for Public Comment

Discussion included the best way to communicate the expectations of the public participating in meetings and what would be the most effective method for having consistency throughout the committees when it comes to allowing in-person and remote public comment. The Committee was undecided and requested this item be brought back again for further discussion.

NEXT MEETING DATE Thursday, March 3, 2022 @ 4:30 p.m., Annex Conference Rooms 1 & 2

ADJOURNMENT

A motion was made by Supervisor Potocki, seconded by Supervisor Dodge to adjourn. Motion carried by voice vote, with no negative

votes. The meeting was adjourned at 6:23 p.m.

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the County Clerk's Office at 715-346-1351 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.