



PORTAGE COUNTY

MEETING MINUTES

EXECUTIVE/OPERATIONS COMMITTEE

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

Monday, November 7, 2022

5:00 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: 543 065 383, 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 countyclerk@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 meeting was called to order at 5:00 PM by Chair Al Haga.

Members present: Supervisors Al Haga, Larry Raikowski, Stan Potocki, Don Jankowski, and Dave Ladick

Attending in-person: Supervisors Al Haga, Larry Raikowski, Stan Potocki, and Don Jankowski

Attending remotely: Supervisor Dave Ladick

Staff attending: County Clerk Davis, County Executive Pavelski, Corporation Counsel Ray, County Executive Administrative Assistant Falk, Finance Director Jossie, and Risk Management Specialist Raikowski.

Others attending: Supervisors Scott Soik, Lionel Weaver, and Pat Keller

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.

APPROVAL OF MINUTES

1. October 3, 2022 Minutes

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

CORRESPONDENCE

None.

CONFIRMATION OF COUNTY EXECUTIVE APPOINTMENT

2. Appointment of Ann Hubbard to the Commission on Aging/Aging & Disability Resource Center Board for a three-year term expiring April 14, 2025.

A motion was made by Supervisor Ladick, seconded by Supervisor Potocki, to approve the appointment. Motion to approve carried by voice vote, with no negative votes.

REPORTS

3. Vendor Invoice Lists

Vendor invoice lists were presented for review.

4. Corporation Counsel

Corporation Counsel Ray provided an update of his office.

5. County Clerk

County Clerk Davis provided an update on her office and an update on the department's 2022 budget.

DISCUSSION/POSSIBLE ACTION**6. 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.

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

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

8. Discussion/Possible Action Re: Authorizing a Contract with Election Systems & Software, LLC (ES&S) for Election Support Services from January 1, 2023, through December 31, 2023

A motion was made by Supervisor Jankowski, seconded by Supervisor Raikowski, to authorize a contract with Election Systems & Software, LLC for election support services from January 1, 2023 through December 31, 2023. Motion to approve carried by voice vote, with no negative votes.

9. Discussion/Possible Action Re: Approving and Authorizing Intergovernmental Agreements Between Portage County and Municipalities Regarding New Voting Equipment

A motion was made by Supervisor Ladick, seconded by Chair Haga, to approve and authorize Intergovernmental Agreements between Portage County and Municipalities regarding new voting equipment. Motion to approve carried by voice vote, with no negative votes.

DISCUSSION ONLY**10. Discussion only Re: Chapter 3.1.51 Code of Conduct Ordinance (discussion continued from previous Executive/Operations Committee meetings in September and October)**

Corporation Counsel Ray presented a draft Code of Ethics Complaint form and a draft Code of Conduct Complaint form to discuss. Ray will present proposed ordinance language revisions for Chapter 3.1.51 Code of Conduct Ordinance at the next meeting.

11. Discussion only Re: Use of Open Records Requests by County Supervisors (discussion continued from previous Executive/Operations Committee meeting in October)

Corporation Counsel Ray presented newly acquired information on the subject that will be adhered to in the future if such requests occur again.

NEXT MEETING DATE**12. December 6, 2022 @ 5:00 PM****ADJOURNMENT**

A motion was made by Supervisor Ladick, seconded by Supervisor Raikowski, to adjourn. Motion to adjourn was carried by voice vote, with no negative votes. Meeting adjourned at 5:53 PM.

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.