

Executive Committee
February 11, 2025

The Executive Committee met on Tuesday, February 11, 2025 at 9:00 a.m. at the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 in Room 264, Second Floor.

Members present: Gary Ranum, Gary Northouse, Kathy Kopp, Joseph Mumm, Roger Guthrie, Rick Sanson and Robert Keeney.

The meeting was called to order at 9:00 a.m. by Chairman Robert Keeney. County Clerk, Tonya White verified the meeting was in compliance with the open meeting law, posted in the Administration Building, Courthouse and on the county website.

Agenda: Joseph Mumm, second by Roger Guthrie made a motion to approve the agenda. Motion carried by voice vote.

Minutes: Gary Northouse, second by Kathy Kopp made a motion to approve the minutes from the December 10, 2024 meeting. Motion carried by voice vote.

Finance

Treasurer's Report: Roger Guthrie, second by Joseph Mumm made a motion to accept the Treasurer's report. Motion carried by voice vote.

Revenue and Expense Report: The revenue and expense report was reviewed.

Review Vouchers: Rick Sanson, second by Roger Guthrie made a motion to approve the vouchers. Motion carried by voice vote.

Finance Director's Report: Patrick Montgomery gave an update on the 2023 audit.

Facilities and Maintenance

Report: Garry Pluemer provided his report in writing to the committee. Rick Sanson, second by Kathy Kopp made a motion to accept the Facilities and Maintenance report. Motion carried by voice vote.

Information Technology

Report: Shane Drinkwater gave a report on Information Technology's monthly activities.

Administrator

Report: Nate Dreckman provided an update on his monthly activities.

Discussion and possible action on out of budget spending of \$2,500 in attorney fees for agreement development with Iowa County: Roger Guthrie, second by Gary Northouse made a motion to approve the agreement development up to \$2,500 in attorney fees and forward to the County Board. Motion carried by voice vote.

BEAD Resolutions: Rick Sanson, second by Joseph Mumm made a motion to forward the resolutions to the full County Board. Motion carried by voice vote.

Human Resources

Staffing Update: Angela Gerndt provided the staffing update.

ADRC Vacancy and Restructure Plan: Gary Northouse, second by Kathy Kopp made a motion to approve the ADRC restructure plan and forward to the full County Board. Motion carried by voice vote.

Discussion and possible action on out of budget spending for a badge printer: Roger Guthrie, second by Kathy Kopp made a motion to approve the out of budget spending for a badge printer. Motion carried by voice vote.

Administrative Manual Section 5.12 and 5.13: Roger Guthrie, second by Joseph Mumm made a motion to approve the policy with modifications and forward to the County Board. Motion carried by voice vote.

Generative Artificial Intelligence Use Policy: Gary Northouse, second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Employee Manual Introduction: Roger Guthrie, second by Rick Sanson made a motion to approve the policy with modifications and forward to the County Board. Motion carried by voice vote.

Employee Handbook – Performance Reviews: Robert Keeney, second by Rick Sanson made a motion to approve the policy, removing the word managers after assist and forward to the County Board. Motion carried by voice vote.

Employee Handbook – Section II Promoted or Transferred Employee: Joseph Mumm, second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Employee Handbook – Sick Leave #6: Rick Sanson, second by Gary Northouse made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Employee Handbook – Mileage Reimbursement and Vehicle Use Policy: Gary Northouse, second by Joseph Mumm made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Policy for Computer Technology Acquisitions and Verification: Roger Guthrie, second by Rick Sanson made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Annual Motor Vehicle License Checks: Gary Northouse, second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Grant County Property and Building Use Policy and Form: Roger Guthrie, second by Joseph Mumm made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Elected Official Sick Leave Policy: Joseph Mumm, second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Fleet Safety Review Committee: Rick Sanson, second by Robert Keeney made a motion to approve the policy with one modification and forward to the County Board. Motion carried by voice vote.

Grievance Procedure Policy: This policy will be brought back at a future meeting.

Disclosure and Reporting Suspected Unlawful Conduct: Roger Guthrie second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Vacation – Section 4: Gary Northouse, second by Joseph Mumm made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Cost Allowability for Changes Against Federal Awards: Kathy Kopp, second by Joseph Mumm made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Addition to Grant County Procurement Policy: Robert Keeney, second by Kathy Kopp made a motion to approve the policy and forward to the County Board. Motion carried by voice vote.

Adjournment: Roger Guthrie, second by Joseph Mumm made a motion to adjourn until March 11, 2025 at 9:00 a.m. Motion carried by voice vote.