

Executive Committee
July 8, 2025

The Executive Committee met on Tuesday, July 8, 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, Joseph Mumm, Roger Guthrie, Kathy Kopp, Rick Sanson and Robert Keeney.

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

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

Minutes of the June 10, 2025 and June 17, 2025 minutes: Gary Northouse, second by Rick Sanson made a motion to approve the minutes from the June 10, 2025 and June 17, 2025 minutes with one addition to the June 10, 2025 minutes. Motion carried by voice vote.

Finance

Treasurer's Report: Treasurer Carrie Eastlick gave the Treasurer's Report.

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

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

Finance Director's Report: Patrick Montgomery provided his report in writing. Montgomery advised that the draft audit would be provided the week of July 28th. Baker Tilly will present the audit report at the Executive meeting in August. Montgomery asked the committee if they would prefer in person presentation or zoom. The consensus of the committee was an in person presentation would be best. The Finance Department has been working on preliminary items to prepare the work of the 2024 audit. Baker Tilly has verbally committed to work on the 2024 audit. The contract details have not been discussed.

Discussion and possible action on Finance Department out of budget requests

- **Funding the Assistant Finance Director position through the end of 2025:** Patrick Montgomery presented updated numbers to the committee. There are three options for consideration. The options are; to continue the contract with Truity, cease the contract and support or consider hiring an employee. Interviews have been completed and a candidate has been chosen. Montgomery went over the out-of-budget numbers. Gary Ranum, second by Rick Sanson made a motion to approve out-of-budget spending in the amount of \$59,847 to fund the Assistant Finance Director position at a wage scale M, step 6, with funding to come from ARPA fund interest. Motion carried by voice vote.
- **Or continuation of current contracted position:** No action was taken.

Facilities and Maintenance

Facilities and Maintenance Manager's Report: Garry Pluemer provided his report in writing. Pluemer informed the committee of an update regarding the CSB chiller, noting that the cost was \$6,694 and has been submitted to the insurance company. Pluemer also updated the committee on the LTE Groundskeeper position.

Information Technology

IT Director's Report: Shane Drinkwater was absent and excused from the meeting.

Administrator

Administrator's Report: Nate Dreckman provided his report in writing. Dreckman also updated the committee on the UCS agreement, noting that the goal is to have it ready for board review next month. Dreckman also participated in the NACo meeting regarding the "Big Beautiful Bill." He noted that a few components in the bill could impact Wisconsin and Grant County, particularly in the area of the SNAP program and the proposed elimination of payroll taxes.

Initial Budget Discussion including employee wage increases (COLA) for 2026: Dreckman advised the cost of living is projected to be between 2.4% – 2.6%. He requested direction from the committee in planning for the 2026 budget. The committee wants to avoid falling behind and would like to review some budget scenarios at 2.5% and 3%.

Discussion and possible action to restructure the current wage schedule: Since market has been reached, a decision is needed on whether to bring in an external source to review the current wage schedule. There has been some discussion regarding the number of steps in the schedule. The goal is to implement any changes in the 2027 budget, with funding the study to be included in the 2026 budget.

Human Resources

Staffing Update: Angie Gerndt provided the staffing update and shared the workers' compensation data for April through June. There were several incident reports filed, with three reportable medical claims: one fluid exposure, one needle stick and one bump to the head.

Policy Updates: There were no policy updates.

Discussion and possible action of HR Specialist – Movement of Administrative Assistant: Angie Gerndt explained that the job duties of an HR Specialist were assigned to an Administrative Assistant II position, resulting in the same work being performed across different pay grades. After six months of observation, she confirmed the Administrative Assistant II is performing the same work as the HR Specialist. Currently, the Administrative Assistant II is in Grade F, while the HR Specialist is in Grade I. Gerndt is recommending a reclassification to move the Administrative Assistant II to the HR Specialist title. This reclassification does not require out-of-budget spending. The fiscal impact for the remainder of the year would be \$3,561.60, which will be covered by funds originally allocated for the retirement that will no longer take place this year. Gary Northouse, second by Joseph Mumm made a motion to reclassify the Administrative Assistant II to an HR Specialist in the Human Resources Department. Motion carried by voice vote.

Health Department request to approve restructure/combine and reclassification of Assistant Director/DON and Nursing Compliance and Quality Coordinator: Kessa Klaas explained that the Assistant Director has also been serving as the NCQC since February, when she began as interim

Assistant Director. Over the past four months, they have been evaluating whether it is suitable for one person to manage both roles. The consensus is that both positions are not needed and one person can manage the responsibilities. Klaas is recommending the combined position be placed at Pay Grade O, Step 3. Consolidating the two roles will leave excess funds in the budget, allowing for the pay grade adjustment without additional cost. Gary Ranum, second by Rick Sanson made a motion to restructure/combine the Assistant Director/DON and NCQC position. Motion carried by voice vote.

Discussion on county board rules, committees and compensation: The committee reviewed the rules, made revisions, and discussed the proposed changes.

Convene to closed session pursuant to Wis. Stat. sec 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as it relates to the performance review discussion of the County Administrator: Rick Sanson, second by Gary Northouse made a motion to convene to closed session. A roll call vote was taken with seven (7) Yes, therefore motion carried.

Return to Open Session: Roger Guthrie, second by Gary Northouse made a motion to return to open session. Motion carried by voice vote.

Discussion and possible action from Closed Session item: No items required action.

Adjournment: Rick Sanson, second by Joseph Mumm made a motion to adjourn at 12:13 p.m. to August 12, 2025. Motion carried by voice vote.