

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, March 12, 2025
TIME: 10:00 AM
PLACE: Courthouse – Conference Room #302

MEMBERS PRESENT: Laura Valenstein, Donna Rozar (WebEx), Lance Pliml (Web Ex),
Jake Hahn, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chair Valenstein called the meeting to order at 10:00 AM.
2. There was no public comment.
3. Motion by Zurfluh/Hahn to approve the consent agenda. Motion carried unanimously.
4. Finance Director Yang presented the following 7 resolutions amending various budgets with additional revenues or carryovers from their respective budgets:
 - a. 2024 CIP – Sheriff/Jail Budget
 - b. 2024 Budget – Property & Liability Insurance
 - c. 2024 Budget – Coroner
 - d. 2025 CIP – Radio Engineer & Communications Budget
 - e. 2025 CIP – Norwood Budget
 - f. 2025 Sheriff Admin and Jail Budget
 - g. CIP 2025 UWSP-Marshfield Budget

Motion by Rozar/Hahn to approve the resolutions and forward onto the county board for their consideration. Motion carried unanimously.

5. Yang presented a budget overage in the Court Commissioner budget that, statutorily, can be rectified by a motion of the committee transferring funds from within that budget due to the low dollar amount. Motion by Hahn/Pliml to transfer available appropriations of \$1,222 from the 2024 Divorce Mediation budget to the 2024 Clerk of Courts budget. Motion carried unanimously.
6. Human Resources Director McGrath reviewed an update to the policy regarding advancement of wages past step 6, due to action of the county board last month. Motion by Pliml/Rozar to approve the following policy language: *Advancing an employee an additional step beyond Step 6 shall only be considered in extraordinary circumstances, in consultation with Human Resources, and requires advance approval of the Department's oversight committee, the Operations Committee, and the County Board by way of resolution. The Department Head must present justification for the request at the various stages and all eligibility criteria, as defined above, must be satisfied in order for the request to be considered.* Motion carried unanimously.

7. The next regular meeting will be held on Tuesday, April 1, 2025, at 10:00 AM.

8. Chair Valenstein adjourned the meeting at 10:13 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

Operations Committee

March 12, 2025

NAME	REPRESENTING
JEFF ROZKOVER	WCB #11
PANYA YANG	Finance
Darrin Steinhach	Finance
Katie Miloch	WCHSD
Kim McGrath	HR
SHAWN BECKER	WCSA
QUENTIN ELLIS	WCSA
Brian Vukobratovic	WCHSD
Heather Gehrt	Treasurer
Scott Boehm	WCB #9
Amir Karp (WebEx)	IT
Tiffany Ringer (WebEx)	Register of Deeds
Sarah Christensen (WebEx)	Emergency Mgmt
Bill Clendinning (WebEx)	County Board #15
Victoria Wilson (WebEx)	P-3
Roland Hawk (WebEx)	Hwy
Kelli Szymanski (WebEx)	HR
Tony Bastien (WebEx)	Dispatch
Erik Engel (WebEx)	Communications
Kim Stimac (WebEx)	Clerk of Courts
Justin Cielewicz	Edgewater Haven