



**Committee on Administration
MINUTES**

Tuesday August 13, 2024

2:30 p.m.

Courthouse – Room 3312
721 Oxford Ave, Eau Claire, WI

Present: Gerald Wilkie, Katherine Schneider (remote), Steve Chilson, Connie Russell, Nancy Coffey

Others: Samantha Kraegenbrink – Committee Clerk, Kathryn Schauf, Sharon McIlquham, Josh Pedersen, Charity Zich, Eric Huse, Sonja Leenhouts, Matt Theisen, Angela Eckman, Chad Morgan (Ramaker), Greg Dachel (remote)

Call to Order and Confirmation of Meeting Notice

Chair Coffey called the meeting to order at 2:30 p.m.

Roll Call

Roll call is listed above under present.

Public Comment

No members of the public wished to make comment.

Approval of meeting minutes

Motion by Supervisor Wilkie. All in favor, minutes approved.

- July 16, 2024
- July 23, 2024
- July 30, 2024 (Administration)
- July 30, 2024 (Joint meeting with the Committee on Finance & Budget)

Cell Tower Lease Proposal at the Expo Center – Matt Theisen, Facilities and Central Services Director and Chad Morgan, Project Manager (Ramaker)

Matt Theisen provided an update on the cell tower lease proposal. Director Theisen advised there was a renegotiation to include an additional \$200.00/month for each carrier that connects to the tower in addition to \$1000.00/month for leasing the tower space. Motion by Supervisor Schneider to approve. All in favor, proposal approved.

Sun Country Airline Proposal for Seasonal Fort Myers Service – Charity Zich, Airport Director

Charity Zich provided information to the committee regarding season service to Fort Myers.

File No. 24-25/054: Resolution authorizing reallocation of American Rescue Plan Act (ARPA) funds from Criminal Trial Backlog Project to Office Remodel Project in the District Attorney's Office

Eric Huse provided background on the request. Motion by Supervisor Schneider. All in favor, motion passes.



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File No. 24-25/037: Ordinance to amend section 2.04.030 Rule 3 – Opening of Meeting

Supervisor Schneider motions to withdrawal her proposed amendment File No. 24-25/037. Supervisor Wilkie motions that this committee take no action on this file and return to the board. All in favor to make the recommendation to the County Board to not support approval of this ordinance and it be withdrawn.

Position Description for County Administrator

Angela Eckman provided detail.

Corporation Counsel will review the job descriptions, provide red lined versions to this committee and review for ADA compliance concerns. Supervisor Chilson motions to postpone to the next Committee on Administration meeting. All in favor, motion passes.

Allocation of remaining ARPA funding

Kathryn Schauf provided detail on the following and the committee had the opportunity to discuss.

- Prioritization
- Current Status
- Next Steps

Appointments

Motion by Supervisor Russell for the following appointment to the ADRC Board. All in favor.

- Jonathan Wessel

Motion by Supervisor Chilson Chair Coffey advises that she has appointed the following appointment to the Joint Review Board. All in favor.

- Jason Szymanski

Future Agenda Items

- Q2 reports
- Evaluation process for Administrator
- Use of County Board Training Dollars
- County Administrator Job Description
- Administrator Goals Review (November)



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Announcements

No announcements.

The following closed session was moved to August 29, 2024, at 8: a.m.

Closed session Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation date of any “public employee” over which the governmental body has jurisdiction or exercises responsibility. County Administrator Annual Performance Evaluation The committee will adjourn this meeting in closed session.

The meeting was adjourned at 4:05 p.m.

Respectfully submitted,


Samantha Kraegenbrink