



MEETING MINUTES

Committee: ADMINISTRATIVE COMMITTEE
Date: Monday, March 18, 2024
Time: 5:00 PM
Location: County Board Room, Lower Level of the Safety Building

The following discussion was held by the Committee at the meeting detailed above:

As a courtesy to others, please silence cell phones and please notify the Chairman if you intend to record this meeting.

- 1. Meeting called to order at 5:00 PM**
- 2. Conduct Roll Call by Chairman Pierce.** Chairman Pierce appointed Carol Bardo to the Administrative Committee for today's meeting.

ADMINISTRATIVE COMMITTEE			
Name	Role	Status	
Ben Pierce	Chairman	Present	
Todd Mayr	Member	Present	
John Medo	Member	Via phone	
Reinhardt Balcerzak	Member	Present	
Steve Maier	Member	Present	
Robert Benishek	Member	Present	
Bruce McDougal	Member	Present	
Carol Bardo	County Board Supervisor	Appointed to serve at this meeting	

Others Present			
Name	Interest	Name	Interest
Robin Stowe	Corporation Counsel	Jason Hilger	County Administrator
Doug Curler	Supervisor	Meghan Williams	Health Officer
John Zenkovich	Health & DSS Director	Chris Dulmes	H/R Generalist
Pam Augustyn	Library Board	Carol McDougal	Library Board
Terry Brand	Antigo Mayor	Mark Edwards	Aldersperson Fifth Ward
Chet Haatvedt	Citizen	Ada Demlow	Library Director
Roseann Hoffman	Citizen	Daniel Spatchek	Antigo Journal
Mark Westen	Langlade County Sheriff	Judy Nagel	County Clerk

- 3. Please silence all cell phones.**
- 4. Recite the Pledge of Allegiance.**
- 5. Approve/amend the minutes of the Administrative Meeting of February 21, 2024:** Motion by Benishek, second by Bardo to approve the meeting minutes of February 21, 2024. All ayes, motion carried. The minutes of the February 21, 2024 Administrative Meeting are approved.
- 6. Public requests for items to be added to future meeting agendas:** No public requests.
- 7. ARPA Project Considerations from the Public Health Department:** Continued from the February 21, 2024 Administrative Committee. Health Officer Williams and Health & DSS Director Zenkovich discussed the project possibilities to use the remaining ARPA Fund, working with the City of Antigo on the proposed projects. Projects discussed were exercise/playground equipment by Second Avenue walking trail and resurfacing the Mendlik Park basketball courts. Discussion held. Motion by Balcerzak, second by Maier to approve the two proposed projects, up to \$100,000, to amend the Health Department Budget, and move forward with the proposed projects using remaining ARPA Funds. All ayes, motion carried.

Meeting Minutes (Continued)

8. **County Administrator H/R Update:** County Administrator Hilger and H/R Generalist Dulmes presented the staffing report as of March 18, 2024. Discussion held.
9. **Update or Report on Activities from Corporation Counsel:** Corporation Counsel Stowe discussed activities that he has been involved with over the last month: Department Head Legal Topics; Zoning issues with septic tank permitting; record requests; personnel issues; County Code of Ordinance Update project; Town of Summit Tower Lease; drafted a remote Dispatcher Agreement; Annual Work Plan for NCHC and attended a Seminar in Election Law Issues and visited the Legislative Research Library in Madison. Stowe will present at the County Board regarding the word changes to the agendas regarding public comment.
10. **Update or Report on Activities/Grants from the County Administrator:** County Administrator Hilger stated he is working on closing out the 2023 Budget.
11. **At approximately 6:00 p.m., consider moving into closed session pursuant to Section 19.85 (1)(e), Wisconsin Statutes, deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to review plan for tax deed properties (include parcel ids).** Corporation Counsel Stowe discussed the options for going into a closed session for delinquent tax properties. Motion by Benishek, second by Balcerzak to move into closed session at 5:32 p.m. Voice vote: Pierce, aye; Benishek, aye; McDougal, aye; Mayr, aye; Balcerzak, aye; Maier, aye; Bardo, aye; and Medo (by phone) aye. The Administrative Committee moved into closed session in the Hearing Room, along with Hilger, Stowe, and Nagel.
12. **At approximately 6:30 p.m., return to open session with possible action on any matters discussed in the closed session.** Motion by McDougal, second by Mayr to return to open session at 5:55 p.m. Action taken: Motion by McDougal, second by Mayr to begin the the sealed bid process on the two parcels discussed in closed session, Parcel #030-1338 and Parcel #008-2188, both subject to development agreements. All ayes, motion carried.
13. **At approximately 6:30 p.m., consider moving into closed session pursuant to Section 19.85 (1)(e), Wisconsin Statutes, deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to review negotiation strategy regarding the status of the Joint Library Agreement and the County's investment of funds and disposition of equity interest in the assets of the Antigo Public Library; and pursuant to Section 19.85 (1)(f), Wisconsin Statutes, considering personal histories of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, to discuss personal histories of specific individuals involved in the administration of the Joint Library Agreement and the appointment and removal of members of the Antigo Public Library Board.** Motion by McDougal, second by Balcerzak to move into closed session at 6:03 p.m. Voice vote: Pierce, aye; Benishek, aye; McDougal, aye; Mayr, aye; Balcerzak, aye; Maier, aye; Bardo, aye; and Medo (by phone) aye. The Committee moved into closed session in the Hearing Room, along with Augustyn, C. McDougal, Brand, Stowe, and Hilger.
14. **At approximately 7:00 p.m., return to open session with possible action on any matters discussed in the closed session.** Motion by McDougal, second by Mayr to return to open session at 7:29 p.m. No action was taken from the closed session, discussion only.
15. **Verify the date of the next meeting:** To be determined.
16. **Adjourn the meeting:** The meeting adjourned at 7:30 p.m.

Minutes submitted by:

Judy Nagel, County Clerk, Recording Secretary