



**MANITOWOC COUNTY  
EXECUTIVE COMMITTEE  
MEETING NOTICE**

DATE: JANUARY 10, 2013  
TIME: 3:30 P.M.  
PLACE: MANITOWOC COUNTY COURTHOUSE  
ROOM: 306  
1010 SOUTH 8<sup>TH</sup> STREET, MANITOWOC

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to order.
- 2) Roll call.
- 3) Approval of the December 5, 2013 Executive Committee minutes.
- 4) Interview candidates for District 8 County Board Supervisor.
- 5) Discussion on candidates.
- 6) Adjournment.

Date: January 9, 2013

Paul "Biff" Hansen, Chairperson  
Prepared by Jamie J. Aulik, County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Executive Committee  
Manitowoc County Courthouse, Rm. 306  
1010 S. 8<sup>th</sup> St., City of Manitowoc, WI  
January 10, 2013

Attendance: Chairperson Biff Hansen, Supervisor Kevin Behnke, Supervisor Rick Gerroll.

Call to Order: The meeting was called to order by Chairperson Hansen at 3:40 p.m.

Approval of the December 5, 2012 Executive Committee minutes: A motion was made by Supervisor Gerroll, seconded by Supervisor Behnke to approve the minutes of the December 5, 2012 Executive Committee meeting. Upon vote, the minutes of the meeting were approved.

Interview of Michael P. Van Sleet: Michael P. Van Sleet was interviewed by the committee members for the vacant District 8 supervisory position.

Interview of Milan F. Fischer: Milan F. Fischer was interviewed by the committee members for the vacant District 8 supervisory position.

Adjournment: Supervisor Behnke made a motion to adjourn, seconded by Supervisor Gerroll. Upon vote, the motion passed unanimously and the meeting adjourned at 4:18 p.m.

Respectfully submitted,

*Lois Kiel*

Lois Kiel  
Manitowoc County Deputy Clerk



**MANITOWOC COUNTY  
EXECUTIVE COMMITTEE  
MEETING NOTICE**

DATE: Monday, January 14, 2013  
TIME: 3:30 P.M.  
PLACE: Manitowoc County Courthouse  
Room 306  
1010 South 8<sup>th</sup> Street, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

- 1) Call to order.
- 2) Roll call.
- 3) Approval of the January 10, 2013 Executive Committee minutes.
- 4) Interview candidate for District 8 County Board Supervisor.
- 5) Discussion on candidates.
- 6) Adjournment.

Date: January 10, 2013

Paul "Biff" Hansen, Chairperson  
Prepared by Lois Kiel, Deputy County Clerk

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Manitowoc County Executive Committee  
Manitowoc County Courthouse, Rm. 306  
1010 S. 8<sup>th</sup> St., City of Manitowoc, WI  
January 14, 2013

Attendance: Chairperson Biff Hansen, Supervisor Kevin Behnke, Supervisor Rick Gerroll.

Call to Order: The meeting was called to order by Chairperson Hansen at 3:33 p.m.

Approval of the January 10, 2013 Executive Committee minutes: A motion was made by Supervisor Behnke, seconded by Supervisor Gerroll to approve the minutes of the January 10, 2013 Executive Committee meeting. Upon vote, the minutes of the meeting were approved.

Interview of Martha Rasmus: Martha Rasmus was interviewed by the committee members for the vacant District 8 supervisory position.

Discussion on the candidates.

Adjournment: Supervisor Gerroll moved to adjourn, seconded by Supervisor Behnke. Upon vote, the motion passed unanimously and the meeting adjourned at 4:24 p.m.

Respectfully submitted,

*Lois Kiel*

Lois Kiel  
Manitowoc County Deputy Clerk



## MANITOWOC COUNTY EXECUTIVE COMMITTEE MEETING NOTICE

DATE: MAY 1, 2013  
TIME: 4:00 P.M.  
PLACE: MANITOWOC COUNTY COURTHOUSE  
ROOM: 306  
1010 SOUTH 8<sup>TH</sup> STREET, MANITOWOC

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to order.
- 2) Roll call.
- 3) Approval of the January 10, 2013 Executive Committee minutes.
- 4) Discussion with County Executive on appointments to the Human Services Board.
- 5) Adjournment.

Date: 4/26/2013

Paul "Biff" Hansen, Chairperson  
Prepared by Jamie J. Aulik, County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Executive Committee  
Manitowoc County Courthouse, Rm. 306  
1010 S. 8<sup>th</sup> St., Manitowoc, WI  
May 1, 2013

Attendance: Chairperson Biff Hansen, Supervisor Kevin Behnke, and Supervisor Rick Gerroll.

Call to Order: The meeting was called to order by Chairperson Hansen at 4:00 p.m.

Approval of minutes from the January 14, 2013 Executive Committee meeting: Supervisor Gerroll moved to approve the minutes of the January 14, 2013 Executive Committee meeting, seconded by Supervisor Behnke. Upon vote, the motion passed unanimously.

Discussion with the county executive on appointments to the Human Services Board: Chairperson Hansen said that the reason for the meeting stems from the discussion and tabling of appointments to the Human Services Board. He hoped they could get over the bump.

Supervisor Gerroll said that procedurally, there was little the supervisors could do other than receive the appointments and give them a yes or no vote. He said the basis for disagreement was that there are people who don't like the fact that the Human Services Department doesn't have a director. The time to address that issue is during the budget.

Supervisor Holschbach said that one of the supervisors not being replaced mainly runs for county board to deal with human services issues. He wondered if there could be a compromise where that supervisor could be reappointed, but also the committee wouldn't discuss the human services director issue until the budget.

Supervisor Metzger said that when a Human Services Board meeting is held, the co-directors should attend, and it has been happening towards the end of the term. Supervisor Gerroll wondered if an advisory board has the authority to require attendance. Supervisor Metzger said that in the past, the human services director attended and gave a report. She wasn't asking for all four, just one or two. She also voiced appreciation for the county executive's attendance.

County Executive Ziegelbauer said he understood that the supervisors were interested in having a majority of supervisors on Human Services Board. He would like an end to the nonsense because the county board democratically made a decision about a human services director which was a compromise in the last budget. After the budget was passed, they appointed four co-directors, and it is a legit issue in next year's budget. He urged the board to keep its word on this decision, and didn't want to see it as a recurring issue. Moreover, he said it does damage in saying that the construction of the Human Services Department is somehow illegal. It's not

conducive to morale of department and it undermines the agreement made by the county board members. He wanted to take this opportunity to get the Human Services Board back on the rails and end the cycle of continuous negativity. He said he was supportive of having a majority of county board supervisors on the Human Services Board.

Chairperson Hansen said that there wouldn't be a push by this board to deal with the human services director position until the next budget. He commented that he was at a meeting where there were Human Services Department employees, who mentioned that they were favorable towards how things were presently going with the four co-directors arrangement.

Supervisor Behnke appreciated that the county executive supported a majority of county board members on the Human Services Board. He said that it's in the county board's interest to have numerous supervisors understand those important issues and policy area. In his municipal position, he has had to address personnel on boards. He wasn't going to criticize the move and was hopeful that the talk goes away on the human services director issue. He likewise believed it is a budget issue and if supervisors wanted the position, it was incumbent on them to find the money.

Supervisor Holschbach said that in addition to having the Human Services Board be 5-4, he wondered if there could be an agreement regarding the existing members.

Supervisor Metzger said that she liked having six supervisors on the committee, and that they had been having issues with citizen members. She felt as though the supervisors weren't able to vote on the human services director position during the last budget, and voiced the need for the director to be in the statutes. She noted that county decisions don't have a say on statutes.

Chairperson Hansen said that if they feel as though a human services director is needed, they need to find the money in another place. He asked Corporation Counsel Rollins about a concern regarding a citizen member who was recommended for appointment to the Human Services Board also serving on the board of the Lakeland Care District. Corporation Counsel Rollins said that the Lakeland Care District is a separate entity apart from the county, and they are not contracting with the county. Manitowoc County makes referrals to them, but they are not a contractor.

County Executive Ziegelbauer said his goal is to start a new chapter on the Human Services Board, and he has the appointees listed for the next county board meeting. He noted that he was looking for a sixth name. He said it was his responsibility to get a functioning and meaningful advisory board. He also said that the remarks about the county operating outside the law is wrong, and it's undermining the department's credibility and morale. It's not true, and he wished it would stop.

Supervisor Holschbach said that as someone who supports a single director, he didn't believe the department was operating outside the law, but he also can't control what other people believe. He said there is a supervisor who runs for county board who loves human services issues, and wondered if the agendas or how the board is ran could satisfy the county executive enough to reappoint them.

Supervisor Gerroll said that the ones who disagree with the current arrangement can still show up to Human Services Board meetings and talk about the director issue, because the meetings are open to the public.

Chairperson Hansen said that it looks like there will be a majority of county supervisors on the Human Services Board.

County Executive Ziegelbauer said it's a nine member board, and we have a situation where six vacancies occurred. As part of the appointment process, the terms are also being re-staggered. He said there is a chance for the board to start over, which was a good thing, and he had five names already in to the county board for their consideration.

Adjournment: Supervisor Behnke made a motion to adjourn, seconded by Supervisor Gerroll. Upon vote, the motion passed unanimously and the meeting adjourned at 4:41 p.m.

Respectfully submitted,



Jamie J. Aulik  
Manitowoc County Clerk



**MANITOWOC COUNTY  
EXECUTIVE COMMITTEE  
MEETING NOTICE**

DATE: SEPTEMBER 9, 2013  
TIME: 3:30 P.M.  
PLACE: MANITOWOC COUNTY COURTHOUSE  
ROOM: 306  
1010 SOUTH 8<sup>TH</sup> STREET, MANITOWOC

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

- 1) Call to order.
- 2) Roll call.
- 3) Approval of the May 1, 2013 Executive Committee minutes.
- 4) Discussion on Jail budget.
- 5) Adjournment.

Date: September 6, 2013

Paul "Biff" Hansen, Chairperson  
Prepared by Jamie J. Aulik, County Clerk

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Executive Committee  
Manitowoc County Courthouse, Rm. 306  
1010 S. 8<sup>th</sup> St., Manitowoc, WI  
September 9, 2013

Attendance: Chairperson Biff Hansen, Supervisor Kevin Behnke, and Supervisor Rick Gerroll.

Call to Order: The meeting was called to order by Chairperson Hansen at 3:34 p.m.

Approval of the May 1, 2013 Executive Committee minutes: On a motion by Supervisor Gerroll, seconded by Supervisor Behnke the minutes were approved unanimously.

Discussion on the Jail budget:

County Executive Ziegelbauer thanked the committee members for holding the meeting at his request. He said that there were changes made to the 2013 budget relating to the number of staff in the jail. Since early this year, they have been operating at least one staff member higher than what was agreed upon in the budget. He noted that the budget is a policy document enacted by the county board, the staff line for the jail is significantly over budget, and he wanted to point this out and request that the Sheriff comply with what was previously agreed upon which is one staff member less in the jail.

Sheriff Hermann said that they had a lot going on this year and noted that they closed the Juvenile Detention Center (JDC) and laid off some staff ahead of schedule. He said the number of jail staff that the county executive wanted wasn't working and prior to closing the JDC, they had the flexibility to staff the jail with higher numbers as needed. He said that he was customarily told by the county's finance staff to look at the bottom line for the Sheriff's Office, and his goal was have a balanced overall budget. He also noted several other uncontrollable expenses that occurred in 2013.

County Executive Ziegelbauer said that he understood uncontrollable expenses but wasn't concerned with them. He reiterated that a budget was a policy document and he wanted the Sheriff's Office to follow through on the agreement made on the staffing level in the jail.

Because this was an issue between two elected officials, Supervisor Gerroll asked rhetorically what the county board could do about the situation. Discussion followed.

Supervisor Behnke asked why lower staffing wasn't working. Sheriff Hermann noted that the regulations on the jail continue to increase, and that the tasks that needed to be done weren't getting done efficiently. Supervisor Behnke also asked how much the staffing budget line was over-budget. Sheriff Hermann answered that they were roughly over-budget \$150,000 to \$160,000. Supervisor Behnke asked if he notified his oversight committee, and said it would have been nice to have been updated on the situation earlier in the year to make adjustments, rather than trying to work out a solution this late in the year.

Chairperson Hansen asked about the process to shift money within a budget. Corporation Counsel Rollins noted that the Sheriff can go to the Finance Committee to shift money within budget lines, and other departments have done this in the past. But the committee does not have the authority to raise the overall appropriation level.

County Executive Ziegelbauer noted that the budget was the policy of the county board and all parties involved willingly entered into the agreement. It's a difference of one number, but it's a very important number because when there is 24 hour staffing, it's effectively three full-time equivalent personnel.

Chairperson Hansen noted that the solutions were there, but wondered why they didn't solve this earlier in the year. He noted that it's not always easy to have frank discussions, but a breakdown in communication cannot happen.

County Executive Ziegelbauer said that the communication breakdown between the Sheriff's Office and the administration was a "red herring." He said that staff were sent to the Sheriff's Office on repeated occasions and ultimately received the response that they can't make the Sheriff's Office do anything they don't want to do. He mentioned that they can't find but a few days in January that the agreed upon staffing level was actually the number in the jail.

Corporation Counsel Rollins noted that a department can spend up to limit in the budget line, but not over the limit. The Sheriff doesn't have authority to spend it where he wants without the approval of the Finance Committee.

Sheriff Hermann noted that it had always been the case that if they looked at the bottom line of their budget, that it was okay to be over budget in one area so long as the overall budget balanced at the end of the year.

Chairperson Hansen noted that a discussion about a solution needed to take place between the sheriff and the county executive.

County Executive Ziegelbauer reiterated that there was an agreed upon staffing level, and they have been operating above that staffing level. Notwithstanding any conversations between the two entities, they responded with, "they'll do what they want." Overall, the standard number was increased for almost the whole year, which is contrary to what was passed in the budget.

Chairperson Hansen reiterated that they just need to sit down and talk and that it's extremely important to get the impasse resolved.

Adjournment:

Supervisor Behnke moved to adjourn, seconded by Supervisor Gerroll. Upon unanimous vote, the meeting adjourned at 4:31 p.m.

Respectfully submitted,



Jamie J. Aulik  
Manitowoc County Clerk