

CLINTON COUNTY EXECUTIVE COMMITTEE
MINUTES OF NOVEMBER 17, 2023 MEETING
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9:00 AM
2. Members present: Board Chairman Brad Knolhoff, Ann Schroeder and Nelson Heinzmann. Also present: Mike Hilmes, Carla Stalnaker, Janice Strotheide, Vicky Albers, Chris Leidel, Denise Trame, Linda Mensing, Jami Staser, Dan Behrens, JD Brandmeyer and Emily Goddis.
3. Approved minutes from October 2023 Executive Committee meeting. Motion by Brad Knolhoff, seconded by Ann Schroeder. Motion carried.
4. The committee heard reports from the various department heads in attendance. Chief Probation Officer Carla Stalnaker explained how she will need to make some changes to her budget line items since the Probation Service Fees can no longer be used for certain expenses. Zoning Administrator Jami Staser said her office will be working on a few amendments to existing zoning classifications and zoning fees. County Clerk Vicky Albers said her office is in the process of cleaning up voter registration rolls following a mailing to all county voters. Candidates for the March 19 Primary Election will be filing their paperwork Nov. 27 through Dec. 4. Budgets and levies are being received by the counties various taxing districts, and the office is preparing for the fiscal year end on Nov. 30. Health Department Administrator Chris Leidel said his employees are preparing for the move to the new health building, which should take place early next year. Treasurer Denise Trame said a list of all delinquent property taxes will be published in local newspapers next week, and the annual Tax Sale is set for Dec. 18, 2023. Supervisor of Assessments Linda Mensing said that her staff is working on new property assessments with next year being a quadrennial reassessment year. Updated aerial photography of all land parcels in the county will be completed early next year and will help with the assessment process in the future. Highway Engineer Dan Behrens said the county is in the process of buying a vacant building, near the Highway Department and formerly utilized by Rail Bearing Services, to provide additional storage for the department. Behrens said he will be revising the utility permit application which is part of the county code of ordinances. He also noted that he will be increasing the Motor Fuel Tax request for road maintenance by \$250,000. The department heads also discussed the issues that arose due to delayed receipt of the 2022 audit report.
5. In new business, Emily Goddis of the Clinton County Soil and Water Conservation Service, introduced herself and spoke about ways in which she hopes to collaborate with the county in the future. Board chairman Brad Knolhoff reported that the Personnel Committee has settled six of the county's eight collective bargaining agreements and these will be approved at the regular meeting. He expressed appreciation to all of the employees involved for working with the board to get the contracts resolved in a timely manner. The full board will be considering a change of the courthouse hours from 8 a.m. to 4:30 p.m. to 7:30 a.m. to 4 p.m. Knolhoff reported that the Finance Committee approved a contract with Miken to take over IT services for the county. Current IT manager John Skain of 802 Networks has been working with Miken during the transition. The former animal control warden has resigned and the Animal Control Committee is proposing the appointment of Tony Petrea. In final business, accountant Fred Becker reviewed the proposed FY 24 budget and some minor line item adjustments were made.

6. The committee reviewed the agenda for the Nov. 20, 2023 board meeting.
7. Next committee meeting is scheduled for Dec. 15, 2023 at 9:00 AM
8. Motion for adjournment made by Ann Schroeder, seconded by Brad Knolhoff. Motion carried.