

Executive and Finance

Meeting Minutes

May 19, 2026

Virtual and in-person at Public Safety Room-Courthouse/Law Enforcement Center-67 W. Park St., Montello, WI 53949

Members present: Chuck Bornhoeft-Chairperson, Lance Achterberg, Judi Nigbor, John Bennett, Mike Raddatz, Ken Borzick, Gary Sorensen, and Abby Swan (virtual)
Others present: Administrator Ron Barger, Corp Counsel Kate Navin (virtual), Stacy Kohn, HS Director Mandy Stanley (virtual), EMS Director Rob Lulling (virtual), Health Director Jayme Sopha (virtual), Highway Commissioner Brian Trebiatowski (virtual), Tourism & Social Media Coordinator Brett Klawitter (virtual), Peggy Krause, and John Larkin (virtual)

1. Chairperson Chuck Bornhoeft called the meeting to order at 10:30 a.m.
2. Moved by Ken Borzick and seconded by Judi Nigbor to approve the agenda as presented. Motion carried.
3. Moved by Judi Nigbor and seconded by Mike Raddatz to approve the minutes of the April 13, 2026, meeting.
4. Citizen Concerns and Comments- None
5. Report of Committee Members/Officials- None
6. Upcoming Events/Issues-None
7. Vouchers were reviewed.
8. Corporation Counsel representative Kate Navin presented the April 2026 report.
9. County Treasurer Jody Myers was unable to attend; however, her report noted the sales tax for March was \$103,639.91. Discussion on current interest rates for investments. Supervisor Sorensen requested additional information on ADM and investment accounts to be presented at the next meeting.
10. Tourism and Social Media Coordinator Brett Klawitter reported there was a viral video in early April, which led to an additional 600 Facebook followers. He noted the Visitor's Bureau met in April to discuss rebuilding their website and brochure distribution. Postings trended well from Fish and Fun and Ice Age Alliance ribbon cutting event. WEDC grant round 3 has begun.
11. County Clerk Kiley Lloyd gave an office update noting meeting prep/attendance, April election info., passport, marriage license, DMV transactions, and notary service data. She noted the main financial impact would be whether the county was in a fiscal position to contribute to the next round of voting machines, which would be upgraded within the next 5 years. The committee requested a quarterly report, along with election updates, as well as an update if anything out of the ordinary arises.
12. MIS Director Dan Buchholz reported work order data would not accurately depict the amount of work done due to the various communication channels utilized by employees. The committee requested a capital plan for IT needs. Technology update discussion. Dan reported that some departments have guidelines for working from home, but there has been no county adopted policy. Dan presented a Work from Home Policy and agreement signature form. He noted he worked with Department Heads and Ron to create the policy. Moved by John Bennett and seconded by Mike Raddatz to adopt the Work from Home Policy and agreement signature form. Discussion followed. Motion carried. Dan presented an AI Use Policy, noting the different purposes AI is currently utilized. The AI Policy will be sent to Corp Counsel for further review and approval.
13. Moved by Mike Raddatz and seconded by Ken Borzick to approve the 2025 Budget Amendments- No Financial Impact List, 2025 Contingency Transfers to Close Books, and 2025 General Fund Transfers to Close Books and to forward to the

County Board. Discussion followed with future reporting. Supervisor Sorensen requested three quarterly reports and then monthly during critical time, footnoting extreme over and under reasons. Motion carried. Accountant Stacy Kohn shared a report noting the over/under information for expenses and revenues for departments. This report will be used to plan for 2027 budgeting.

14. Administrator Barger reported the budget team and department heads will go over budgets during several upcoming meetings. Ron reported that Highway Commissioner Brian Trebiatowski has been notified he can fill one of two open positions. He reported the UW Extension administrative assistant position has been removed for 2027, the EMS Waushara contract has not been renewed for 2027, and the contract for the Humane Officer was not renewed for 2027.
15. Chairperson Bornhoeft reported that Supervisor Gary Sorensen has volunteered to be an Advisor Coordinator for new County Board Supervisors. Supervisor Borzick left the meeting at 11:58 a.m. The item will be brought up tonight at the County Board meeting to get further input.
16. Chairperson Bornhoeft reported that Corp Counsel created an Administrator Evaluation Tool, which has been shared with the committee and County Board. He requested the committee focus on reviewing the current county contract with the Administrator and present an evaluation, which will note strengths, areas of improvement, and objectives utilizing the narrative section of the Evaluation Tool. Chuck would like any input regarding the tool and objectives provided documents e-mailed to him, not a reply all, to prevent a walking quorum, to be due by June 1st. Chairperson Bornhoeft requested Ron submit his own written evaluation as well. Discussion followed regarding timelines. It was noted that the County Board Rules state the Administrator Evaluation will be done in the first quarter.
17. Future meeting date/time discussion. Meeting will be the second Wednesday at 10:00 a.m.
18. The agenda having been completed Chairperson Chuck Bornhoeft declared the meeting adjourned at 12:28 p.m.

Kiley Lloyd, County Clerk