



RESOLUTION # 37-1/26

TO: HONORABLE MEMBERS OF THE LA CROSSE COUNTY BOARD OF SUPERVISORS

ITEM # 1-19
BOARD ACTION
Adopted:
For: 22
Against: 4
Abstain: 0
Abs/Excd: 0
Vote Req: 1
Other Action:

EXECUTIVE COMMITTEE ACTION
Adopted:
For: 9
Against: 0
Abstain: 0
Abs/Excd: 0

RE: COUNTY ADMINISTRATOR CONTRACT RENEWAL, 2026-2028

WHEREAS, the County Administrator's current employment contract has been in effect since January of 2024 and is set to expire on January 19, 2026; and

WHEREAS, with input and approval of the Executive Committee it is in the County's best interest to renew the contract to provide for continuity of leadership for the next two years; and

WHEREAS, the Executive Committee approved the terms of the contract which would extend the current County Administrator's position until January 31, 2028;

NOW, THEREFORE, BE IT RESOLVED, that the contract terms of the attached contract be approved as the terms and conditions of employment between La Crosse County and County Administrator Jane Klekamp for a period of two years commencing on January 19, 2026; and

BE IT FURTHER RESOLVED, that Effective January 19, 2026 annual base salary will be \$196,009. This is a continuation of the 2025 base salary. This compensation and benefit section of the contract is subject to negotiation following the conclusion of the compensation study and no later than May 1, 2026; and

BE IT FURTHER RESOLVED, that the County Board Chair and the County Clerk are directed to sign the contract after review by Corporation Counsel.

FISCAL NOTE: County Administrator wages and benefits costs are tracked under the 100.130.1000 division within the County financial system.

Date: 1/7/26

[Signature]
EXECUTIVE COMMITTEE CHAIR

[Signature]
RECORDING CLERK

	Reviewed Only	Recommended	Not Recommended
Co. Admin.	<u> </u>	<u> </u>	<u> </u>
Fin. Director	<u> </u>	<u> </u>	<u> </u>
Corp. Counsel	<u> </u>	<u> </u>	<u> </u>
Board Chair	<u> </u>	<u> </u>	<u> </u>

Requested By: Tina Tryggestad
Date Requested: December 1, 2025
Drafted By: Corporation Counsel

Adopted by the La Crosse County Board this 15 Day of January, 2026

STATE OF WISCONSIN
COUNTY OF LA CROSSE

I, Ginny Dankmeyer, County Clerk of La Crosse County do hereby certify that this document is a true and correct copy of the original resolution required by law to be in my custody and which the County Board of Supervisors of La Crosse County adopted at a meeting held on the 15th day of January 2026.

[Signature]
Ginny Dankmeyer, La Crosse County Clerk

LA CROSSE COUNTY COUNTY ADMINISTRATOR CONTRACT

AGREEMENT made this 15th day of January, 2026 by and between the County of La Crosse and Jane Klekamp, of La Crosse, Wisconsin.

WHEREAS the County Administrator's current contract expires on January 19, 2026, and;

WHEREAS, it is necessary and desirable to fix the terms and conditions of employment for the top executive management position in the County employment service for the next two years (2026-2028).

NOW THEREFORE IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. TERM OF OFFICE. The County Administrator shall serve at the will and pleasure of the La Crosse County Board within a specified term. This Agreement shall continue from January 19, 2026 through January 31, 2028.
2. DUTIES OF OFFICE. The County Administrator is an executive position in County Government created pursuant to s. 59.18, Wis. Stats. The County Administrator shall be the Chief Administrative Officer of La Crosse County and shall coordinate, direct and administer state and federal law, County ordinance and administrative rules. The duties and powers of the County Administrator shall be as set forth in s. 59.18, Wis. Stats.

The County Administrator agrees to and shall be required to use her best efforts at all times to coordinate, streamline and make efficient County operations. The County Administrator understands and agrees that an average level of performance is not acceptable under this contract and the County Administrator must consistently exhibit above average skill and diligence and initiative in exercising the duties of this position.

The County Administrator shall perform the functions set forth in the job description hereto attached and incorporated by reference as Exhibit A. It shall be the County Administrator's responsibility, however, to take the initiative in investigating other areas where operations may be coordinated, streamlined or made more efficient and the County Administrator shall make recommendations in these areas.

The County Administrator shall report to the Executive Committee, which shall provide supervision and instructions. However, the County Administrator shall be responsible to the La Crosse County Board.

3. COMPENSATION AND BENEFITS. In consideration for the duties and responsibilities required of the position of County Administrator, and this contract, La Crosse County agrees to pay and provide the salary and fringe benefits as set forth below and other benefits consistent with management employees of the County. The County Administrator shall be paid on a full time salary basis according to the salary schedule in this section. Compensation and benefits shall be administered at all times in accordance with the County Code of Ordinances. The salary paid by La Crosse County to the County Administrator is specifically agreed to compensate for all hours worked.
 - A. As an organization, La Crosse County is currently undergoing a comprehensive compensation study. Review of the County Administrator's compensation will be conducted consistent with the review and implementation of compensation for all employees. It is anticipated that this review will occur in the first quarter of 2026.
 - B. Annual Base Salary: Effective January 19, 2026 annual base salary will be \$196,009. This is a continuation of the 2025 base salary. This section is subject to negotiation following the conclusion of the compensation study and no later than May 1, 2026.
 - C. Professional Development. La Crosse County agrees to budget for professional dues, travel and expenses for professional participation, including but not limited to ICMA, WCMA, NACO conferences and/or seminars. During the term of the contract, there may be trainings, seminars or classes that the

Executive Committee may recommend the County Administrator attend. Any such trainings, seminars or classes will be funded by the County.

- D. Vacation and Personal Days. County Administrator shall be granted 25 vacation days per year, earned on a bi-weekly basis to the maximum accrual allowed for non-union employees (50 days). All unused vacation under the 2023-2024 contract shall carry forward.
- E. Sick Leave. Sick leave is earned at the rate of one (1) day per month worked to a max of days consistent with other non-union employees. All unused sick leave under the 2023-2024 contract shall carry forward.
- F. Health, Dental, Life Insurance and Retirement. County Administrator shall be eligible to participate in these benefits consistent with other management employees.

- 4. PERFORMANCE EVALUATION. The Executive Committee, with input from the County Board, shall review and evaluate the performance of the County Administrator on at least an annual basis. Annually, the Executive Committee and the County Administrator shall define such goals and performance objectives which they determine necessary for the proper operation of the County. The review and evaluation of the County Administrator shall be based on specific criteria as the Executive Committee and the County Board may from time to time determine, which criteria shall be communicated to the County Administrator. During the term of this contract, the Executive Committee will conduct periodic reviews and evaluations. The County Administrator will also perform a self-assessment annually as part of the evaluation process.
- 5. WORKING FACILITIES AND EXPENSES. The County Administrator shall be provided with an office, support staff, supplies and funding to accomplish the tasks of the office as authorized in the approved County Budget.
- 6. TERMINATION. During the term of this contract, the County Administrator shall serve at the pleasure of the County Board. The County Board may remove the County Administrator at any time that the County Administrator's conduct of county administration becomes unsatisfactory, as evidenced by a majority vote of the County Board at a duly authorized public meeting. A decision by the County Board to make substantial changes in the authority of the position, or to reduce the Administrator's compensation shall constitute termination (excluding changes in Health, Dental, Life and retirement consistent with other non-union employees).
- 7. SEVERANCE PAY. In the event the County Administrator is terminated by La Crosse County during such time that she is willing and able to perform her duties under this agreement, then in that event, La Crosse County agrees to pay to the County Administrator a lump sum cash payment equal to three (3) months aggregate salary and extend paid-up health insurance coverage to the County Administrator and her family for six (6) months following termination. The health insurance coverage shall terminate prior to the end of the six (6) months if the County Administrator has other health insurance benefits available to her through her next employer.

The severance payment and the health insurance coverage shall constitute a full settlement payment to the County Administrator. Severance is independent of any vacation accruals or use of accumulated sick leave toward retiree health insurance, consistent with non-union employees who retire or leave employment. La Crosse County's obligation to pay the settlement amount to the County Administrator shall be conditioned upon the County Administrator executing and delivering to La Crosse County a full, final, and complete release of any and all claims that the County Administrator may claim she has against La Crosse County, including but not limited to, any claims of wrongful discharge, discrimination or other employment related claims. The release shall be in a form and shall contain such terms as shall be required by Counsel for La Crosse County.

The County Administrator shall not be required to release any pending Worker's Compensation claim nor shall the County Administrator be required to release any claim that the County Administrator may have as to entitlement for unemployment compensation benefits arising out of the County Administrator's termination. Notice of termination by the Board shall be provided in writing to the County Administrator. If the County Administrator is terminated because of her conviction of any crime, except

minor traffic offenses, then La Crosse County shall have no obligation to pay the severance set forth in this section.

8. RESIGNATION. In the event the County Administrator voluntarily resigns she shall provide sixty (60) days notice in advance of her termination in order to terminate in good standing with the County and to receive such termination benefits as are provided for employees terminating in good standing. No severance pay shall be paid in the event of voluntary resignation.
9. CONTRACT TERMINATION. It is expressly agreed by and between the parties that this is an "at will" contract and the County Administrator shall have no property right or vested interest in a continuation of this contract except for the Severance Pay provisions set forth in Article 7. If the La Crosse County Board makes a decision to terminate this contract, the County Administrator shall be notified of the decision of the County Board not less than sixty (60) days prior to the termination date. A sixty (60) day notice to end the contract or a reduction in base pay or benefits paid to County Administrator shall constitute termination.
10. HOURS OF WORK It is recognized that the County Administrator must devote a great deal of time outside the normal office hours on business for the La Crosse County, and to that end County Administrator shall be allowed to establish an appropriate work schedule and to modify that schedule with the consent of the County Board Chair. The employment provided by this agreement shall be the County Administrator's sole employment.
11. MISCELLANEOUS. It is understood and agreed that this contract is to be construed under the laws of the State of Wisconsin and that this contract and the attached exhibits shall constitute the entire agreement between the parties. Any amendment of this agreement must be made in writing and signed by the parties prior to becoming effective.

County Administrator by

Jane Klekamp Date

La Crosse County Board by

Tina Tryggstad, County Board Chair Date

Ginny Dankmeyer, County Clerk Date