

## EXECUTIVE COMMITTEE

August 9, 2011

The Executive Committee of the Grant County Board of Supervisors met on Tuesday, August 9, 2011 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair Robert Keeney. Other members present were Larry Wolf, John Patcle, Mark Stead, Steve Adrian, Pat Schroeder, and Ivan Farness. Therefore a quorum was present.

Notice of the meeting was sent to the media and the amended agenda was posted in the Administration Building, Courthouse, and on the Grant County website.

Pat Schroeder, seconded by Mark Stead, moved to approve the amended agenda as posted. Motion carried without negative vote.

Mark Stead, seconded by Ivan Farness, moved to approve the minutes of the July 12 and July 19, 2011 meetings with the start and adjournment times of the July 19 meeting corrected to 5:00 p.m. and 5:35 p.m., respectively. Motion carried without negative vote.

### Finance

Louise Ketterer presented the August Treasurer's Report. John Patcle, seconded by Mark Stead, moved to accept the Treasurer's Report. Motion carried without negative vote.

Pat Schroeder, seconded by Larry Wolf, moved to accept the \$100 offer from the Village of Muscoda for the Bomkamp property. Motion carried without negative vote.

Louise Ketterer requested approval to apply for a Land Information Grant from the State of Wisconsin in the amount of \$7,698. The grant would be used to purchase a scanner and computer for the Register of Deeds office and up to three other computers and two printers. No match is required. Larry Wolf, seconded by Ivan Farness, moved to recommend approval of the application to the County Board. Motion carried without negative vote.

### Public Property Requests

Child Support Administrator Verda Nemo requested the county consider installing plexi-glass at the customer service window to increase heating/cooling efficiency, limit noise from the hall, and improve security. It was the consensus of the committee to have maintenance present an estimate for installation in both the Child Support and Clerk of Court offices at the next Public Property and Technology Committee meeting.

Finance Director Nancy Scott requested \$76,430 for the final installment on the Springbrook software and travel costs for two 2012 on-site visits for implementation of the highway modules. Patrick Schroeder, seconded by Ivan Farness, moved to approve the request and forward to Public Property and Technology. Motion carried without negative vote.

Personnel Director Joyce Roling requested a laptop at a cost of \$1,500. Her existing computer will be transferred to the County Board Chair. Mark Stead, seconded by John Patcle, moved to

approve the request and forward to Public Property and Technology. Motion carried without negative vote.

Treasurer Louise Ketterer requested renewal of the support service for GCS software for the Treasurer and Tax Lister's offices and the web portal for land records at a total cost of \$12,730. Larry Wolf, seconded by John Patcle, moved to approve the request and forward to Public Property and Technology. Motion carried without negative vote.

Nancy Scott reviewed the December 31, 2010 financial audit report issued by Johnson Block & Co., Inc. Mark Stead, seconded by Pat Schroeder, moved to accept the audit as presented. Motion carried without negative vote.

Nancy Scott informed the committee that the \$12,500 estimate for software implementation travel has been expended and Springbrook estimates \$9,000 to \$11,000 in travel costs for five on-site visits for implementation of the highway modules. The number of visits may be reduced to three or four if the implementation goes smoothly. Pat Schroeder, seconded by Ivan Farness, moved to approve to the County Board authorization of up to \$12,000 for travel with the request that Springbrook minimize the travel as much as possible. Motion carried without negative vote.

Pat Schroeder, seconded by Mark Stead, moved to accept the July Revenue and Expenditure Reports. Motion carried without negative vote.

#### Finance Director's Report

After further review of the budget language the Department of Revenue has indicated that counties who opt to carry forward a portion of the unused levy limit from 2011 to 2012 will be required to reduce the 2013 levy by any reduction in debt service payments. It is more advantageous to the county not to use the carry forward option.

#### Employee Relations

Staffing Update: Current staffing figures as of August 1, 2011, are as follows:

Full time Benefit	278
Regular Part time Benefit	115
Part time	22
Limited term and seasonal	155
TOTAL	570

John Patcle gave the report of the Transition Team. Mark Stead, John Patcle, Nancy Scott and Joyce Roling went to Stevens Point on August 3 to meet with the full county BRB group.

Medical Associates premium for 2012 for the HRA plan came in at 35.6% decrease. The Dean plan came in at a 19.5% decrease.

The committee reviewed the following policy revisions.

- a. Employee Handbook Introduction
- b. Retirement
- c. Bereavement Leave

- d. Discretionary Days
- e. Overtime/Compensatory Time
- f. Vacation
- g. Sick Leave
- h. Fleet Safety

Pat Schroeder, seconded by Ivan Farness, moved to recommend for approval at the county board the revisions to the above listed policies. Motion carried without negative vote.

Larry Wolf, seconded by Pat Schroeder, moved to recommend for approval the implementation of a 5% employee contribution for the Teamsters and WPPA union members (except deputies) effective January 1, 2012 to be consistent with all other employees. Motion carried without negative vote.

John Patcle, seconded by Mark Stead, moved to approve the Maintenance Supervisor wage to be set at B-2 effective 60 days after employment. Motion carried without negative vote.

Steve Adrian, seconded by Ivan Farness, moved to go into closed session per state statute 19.85 (1) (c) regarding personnel matters and union contract negotiations update. Roll call vote resulted in a carried motion.

Mark Stead, seconded by John Patcle, moved to return to open session. Motion carried without negative vote.

Mark Stead, seconded by Pat Schroeder, moved to adjourn to 9:00 a.m. on September 13, 2011. Motion carried without negative vote.