

## EXECUTIVE COMMITTEE

May 14, 2012

The Executive Committee of the Grant County Board of Supervisors met on Monday, May 14, 2012 at 1:30 p.m. in Room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by County Board Chair Larry Wolf. Other members present were John Beinborn, Mark Stead, John Patcle, Robert Keeney, Robert Scallon, and Don Splinter. Therefore a quorum was present. Also in attendance were Joyce Roling, Nancy Scott, Louise Ketterer, Verda Nemo, Lester Jantzen, Kim Kohn, Donna Haines, and Bob Middendorf.

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.

Nominations were opened for Chair. John Patcle nominated Robert Keeney. Robert Scallon nominated honest John Beinborn. Mark Stead, seconded by John Beinborn, moved to close the nominations. Motion carried. John Beinborn was elected Chair by a vote of 4 to 3.

Nominations were opened for Vice-Chair. Robert Scallon nominated Robert Keeney. Larry Wolf, seconded by Don Splinter, moved to close the nominations and cast a unanimous vote for Robert Keeney. Motion carried without negative vote.

Nominations were opened for Secretary. Robert Scallon nominated Mark Stead. John Patcle, seconded by Robert Keeney, moved to close the nominations and cast a unanimous vote for Mark Stead. Motion carried on a voice vote with one opposed.

Larry Wolf informed the Committee Attorney Andy Phillips was unable to attend the meeting due to a family matter. Don Splinter, seconded by Robert Scallon, moved to approve the amended agenda. Motion carried without negative vote.

Robert Keeney, seconded by Larry Wolf, moved to approve the minutes of the April 10, 2012 meeting as written. Motion carried without negative vote.

### Finance

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

Mark Stead, seconded by Robert Scallon, moved to accept the April Revenue/Expenditure Report. Motion carried without negative vote.

Robert Scallon, seconded by Larry Wolf, moved to accept the Director's Report. Motion carried without negative vote.

### Employee Relations

Joyce Roling gave a staffing update to the maintenance department and requested approval of temporary assignment pay (\$1.00 per hour in addition to regular pay) for Brenda Halverson for

the additional duties of purchasing, checking orders, and reviewing invoices prior to being paid. Brenda will also be primarily working at the fairgrounds. An Experience Works person has been assigned to do custodial work in the Administration Building. An LTE has been hired at the Fairgrounds. Another LTE will be hired to work at the Courthouse while the maintenance worker is on leave. This is temporary until the county confirms staffing needs. The Executive Committee will review the recommendations of the committees involved at the June meeting. Don Splinter, seconded by Robert Scallon, moved to approve the temporary assignment pay effective May 6, 2012. Motion carried with 2 negative votes.

Donna Haines presented the Orchard Manor request to establish a wage structure beyond the start rate for LTE's at Orchard Manor. This will affect 4 employees with an approximate fiscal impact of \$1400. Robert Keeney, seconded by Larry Wolf, moved to approve the request effective May 6, 2012. Motion carried without negative vote.

Kim Kohn presented the Clerk of Courts request to fill a Fiscal Clerk vacancy due to a resignation. Robert Keeney, seconded by John Patcle, moved to approve the request. Motion carried without negative vote.

Staffing Update: Current staffing figures as of May 11, 2012, are as follows:

Full time Benefit	277
Regular Part time Benefit	108
Part time	26
Limited term and seasonal	156
TOTAL	567

John Patcle gave the Transition Team report. The Administration manual has been reviewed and ready for passage. The next project will be to review the wages structure and schedules.

Robert Keeney, seconded by Robert Scallon, made a motion to recommend for approval at the County Board meeting the revised Grant County Administration Manual with the addition of the Deposits with the Treasurer policy. Motion Carried without negative vote.

Joyce Roling gave a report of the BRB Consortia the county is participating in. The total amount invoiced to date is approximately \$6800. By being part of the consortia, the county receives a discounted rate for legal assistance regarding the budget repair bill.

Robert Scallon, seconded by Robert Keeney, moved to go into closed session per state statute 19.85 (1) (c) (e) regarding employment matters and union negotiations. Roll call vote resulted in a carried motion.

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

Mark Stead, seconded by Robert Scallon, moved to adjourn to June 12, 2012 at 9:00 a.m. Motion carried without negative vote