

## EXECUTIVE COMMITTEE

March 7, 2013

The Executive Committee of the Grant County Board of Supervisors met on Thursday, March 7, 2013 at 9:00 a.m. in Room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair John Beinborn. Other members present were Robert Keeney, John Patcle, Robert Scallon, Donald Splinter, Mark Stead, and Larry Wolf. Therefore a quorum was present. Also in attendance were Grant Loy, Lester Jantzen, Vincent Loeffelholz, Nancy Scott, Dave Lambert, Donna Bohnenkamp, Bev Doll, Jack Johnson, and Joyce Roling.

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.

Donald Splinter, seconded by Robert Keeney, moved to approve the amended agenda with the deletion of the Treasurer's Report. Motion carried without negative vote.

Mark Stead, seconded by Larry Wolf, moved to approve the minutes of the February 12, 2013 meeting as written. Motion carried without negative vote.

Robert Scallon, seconded by Donald Splinter, moved to approve the minutes of the February 19, 2013 meeting as written. Motion carried without negative vote.

Bev Doll requested the use of up to \$3,392 from the general fund for an LTE to cover an employee leave. This is the amount that lapsed to the general fund from the UW-Extension budget for 2012, pending the audit. John Patcle, seconded by Robert Scallon, moved to recommend approval to the County Board.

Nancy Scott reviewed the preliminary report of potential carryovers and lapsed amounts for the year ended December 31, 2012. Larry Wolf, seconded by Donald Splinter, moved to accept the report. Motion carried without negative vote.

Larry Wolf presented the recommendation from the Administrative Committee to conduct studies of the administration building and jail using money from the building (capital projects) fund. The proposals recommended by the Administrative Committee are from Venture Architects of Milwaukee:

- 1) Study feasibility of using the third floor and possibly rearranging other offices in the administration building to bring in two or three other departments. The study would cost \$4,500 and including meeting with department heads, study of available space, and meeting with county officials regarding what is feasible and the cost.
- 2) Study jail needs including medical treatment/storage area, installation of a monitor at intake for inmates on suicide watch and other needs as identified by Sheriff Dreckman. The proposed cost is \$5,000.

Venture Architects believes the study could be completed by the end of April. The Administrative Committee will use the results in setting priorities for the next few years. Donald Splinter, seconded by Larry Wolf, moved to recommend approval to the County Board of both

studies at a cost of \$9,500 to be paid from the building fund. Motion carried without negative vote.

Nancy Scott presented the February Revenue/Expenditure Reports. Mark Stead, seconded by Robert Scallon, moved to approve the reports. Motion carried without negative vote.

Nancy Scott gave the Director's Report. Nancy will be attending the Wisconsin Government Finance Officers Association conference April 18 – 19. The state budget proposed by Governor Walker maintains shared revenue at the current amounts. It would keep the levy limit at 0% or net new construction, but repeal the levy rate limits which were suspended in the last budget. The budget includes changes to the Wisconsin Retirement System to include a minimum break in service of 75 days, rather than 30, before an employee may be re-hired. It would also require re-hired annuitants who work more than two-thirds of full-time to stop drawing retirement and begin making contributions to the retirement system. The department heads will be holding budget workshops again this year to work on crafting a balanced budget. The first workshop will likely be in June. The accounts payable interface from highway to Springbrook is now working. The payroll interface is not but a conference call is scheduled for this morning with both providers.

The Highway committee approved a contracted employee at \$18.84 per hour to do a special office project at the Highway department. After further review, the employee would be ineligible to be contracted, however, would be better placed as an LTE employee at \$17.50 per hour for 20 hours per week for three months. Dave Lambert explained the difference of the \$18.84 per hour contracted cost versus the \$17.50 for the LTE employee wage. John Patcle, seconded by Robert Scallon, moved to approve. Motion carried with one negative vote.

Robert Keeney gave the transition team report stating the team met with WIPFLi and reviewed preliminary results of the wage study.

Staffing Update: Current staffing figures as of March 6, 2013, are as follows:

Full time Benefit	278
Regular Part time Benefit	113
Part time	24
Limited term and seasonal	142
TOTAL	557

There are new health insurance rules which will be in effect 2014. Employees who averaged 30 hours per week in a year are considered full time for the Affordable Care Act. This means that the county will need to offer health insurance to those individuals. The look back period is recommended to be 12 months from October through September of each year. This coincides with open enrollment. The administration period is then the remaining of the year with a start date for insurance coverage on January 1. In addition, we may see significant health insurance cost increase for next year because of the Affordable Care Act and the mandated coverage. Insurance companies will also be allowed to charge more for people that use tobacco as well. This may come up in the future for Grant County. The state is looking at \$50 surcharge for employees who smoke.

Joyce Roling gave the Directors report. The employee handbook is due for a review and possible modifications of policies. The vacation schedule needs to be reviewed as well as our pay policies regarding reclassifications and reallocations. The committee decided to have the transition team review the policies and bring back to the committee with a recommendation. The Personnel Department received a request to provide reasonable suspicion and drug/alcohol supervisory training. We are also in the process of working with SWTC on culture awareness training for June.

Larry Wolf, seconded by Robert Scallon, moved to go into closed session per state statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as it relates to the performance evaluation of the Personnel Director and (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session as it relates to AFSCME Transit and WPPA Deputy Union contract negotiations and personnel matters. Roll call vote resulted in a carried motion.

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

Robert Keeney, seconded by Robert Scallon, moved to adjourn to Thursday, April 4, 2013, at 9:00 a.m.