

EXECUTIVE COMMITTEE

August 9, 2016

The Executive Committee of the Grant County Board of Supervisors met on Tuesday, August 9, 2016 at 9:00 a.m. in room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair John Patcle. Other members present were John Beinborn, Robert Keeney, Gary Ranum, Donald Splinter and Mark Stead. Mike Lieurance asked to be excused. Therefore a quorum was present. Also in attendance were Joyce Roling, Nancy Scott, Louise Ketterer, Tori Armstrong, Verda Nemo, Dave Lambert, Jody Bartels, Carol Schwartz, Troy Larson, Brent Straka, Linda Gebhard, Ben Wood, and Lisa Riniker.

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.

Motion by John Beinborn, seconded by Robert Keeney, to approve the amended agenda as posted. Motion carried without negative vote.

Motion by Donald Splinter, seconded by Gary Ranum, to approve the minutes of the July 12 and July 19, 2016 meetings as written. Motion carried without negative vote.

Finance

Motion by Mark Stead, seconded by John Beinborn, to accept the July Treasurer's Report. Motion carried without negative vote.

Jay Bennett of Johnson Block and Co., Inc., reviewed the audit report for the year ending December 31, 2015 noting the County received an unmodified opinion and has a healthy general fund balance.

Louise Ketterer informed the Committee the bid on Parcel #108-00017-0000 in Village of Blue River was withdrawn. There is no action to be taken.

Motion by Donald Splinter, seconded by John Beinborn, to accept the bid of \$17,000 on tax deed parcel #206-00594-0000 in City of Boscobel. Motion carried without negative vote.

Motion by Robert Keeney, seconded by Mark Stead, to accept the bid of \$1,000 on tax deed parcels #153-00524-0000 and #153-00527-0000 in Village of Muscoda. Motion carried without negative vote.

Motion by John Beinborn, seconded by Donald Splinter, to accept the bid of \$100 on tax deed parcel #151-00285-0000 in Village of Montfort. Motion carried without negative vote.

The Committee took no action on tax deed parcel #211-00738-0000 in City of Cuba City pending additional information. The parcel will be placed on the September agenda.

Motion by Mark Stead, seconded by John Beinborn, to accept the bid of \$25,000 on tax deed parcel #226-00512-0000 in City of Fennimore. The motion failed on a 3-3 roll call vote:

	<u>Yes</u>	<u>No</u>
Robert Keeney		X
Donald Splinter		X
Gary Ranum		X
John Patcle	X	
Mark Stead	X	
John Beinborn	X	

Motion by Robert Keeney, seconded by Gary Ranum, to execute Grant County Ordinance s.242-3, "Repurchase Option," to allow the former owner to repurchase the parcel for back taxes and other amounts owed. Motion carried on a 4-2 roll call vote:

	<u>Yes</u>	<u>No</u>
Robert Keeney	X	
Donald Splinter	X	
Gary Ranum	X	
John Patcle	X	
Mark Stead		X
John Beinborn		X

A resolution authorizing the repurchase will be drafted and presented to the County Board for approval at the August 16 meeting.

The following 2017 Public Property and Information Technology requests were presented to the Committee:

County Clerk:

Postage machine lease for Administration/Courthouse \$ 3,264

Motion by Donald Splinter, seconded by John Beinborn, to approve and forward the request to the Public Property/IT Committee. Motion carried without negative vote.

Replacement copier (Sharp MX6070N MFP) \$11,690

Motion by Robert Keeney, seconded by John Beinborn, to approve the Midwest Business Products proposal and forward the request to the Public Property/IT Committee. Motion carried without negative vote.

Treasurer:

Annual GCS Software maintenance/support agreement \$13,000

Motion by Robert Keeney, seconded by Donald Splinter to approve and forward the request to the Public Property/IT Committee. Motion carried without negative vote.

District Attorney:

Replacement copier \$ 4,257

Motion by Gary Ranum, seconded by John Beinborn, to approve and forward the request to the Public Property/IT Committee. Motion carried without negative vote.

Victim Witness:

Replacement printer \$ 400

This purchase was approved in the 2016 Public Property/IT budget but the current printer is still operational so the purchase has been postponed to 2017. Motion by Mark Stead, seconded by Robert Keeney, to approve and forward to the Public Property/IT Committee the request to carryover \$400 from 2016 to 2017.

Finance:

Annual Accela (Springbrook) maintenance/support	\$22,765
Accela Online Employee Self-Service module annual subscription/license	<u>\$ 6,680</u>
Total	<u>\$29,445</u>

Motion by Robert Keeney, seconded by Gary Ranum, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Personnel:

Accela (Springbrook) Human Resource annual maintenance/support	\$ 1,573
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Motion by Mark Stead, seconded by John Beinborn, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Register of Deeds:

Annual GCS Document Indexing Maintenance	\$ 3,490
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Motion by John Patcle, seconded by Mark Stead, to approve and forward the request to the Public Property/I.T. Committee. Motion carried without negative vote.

Motion by Robert Keeney, seconded by Donald Splinter, to approve the request to increase the credit card limit for the Orchard Manor Maintenance Supervisor from \$1,000 to \$2,000. Motion carried without negative vote.

Motion by John Beinborn, seconded by Gary Ranum, to approve the request to increase the credit card limit for Social Services Administrative Assistant from \$1,500 to \$3,000. Motion carried without negative vote.

Motion by Mark Stead, seconded by John Beinborn, to accept the July Revenue/Expenditure Report. Motion carried without negative vote.

Motion by John Beinborn, seconded by Donald Splinter, to accept the Finance Director's Report. Motion carried without negative vote.

Employee Relations

The committee reviewed the results of the department heads recommendations of the health insurance options to reduce premiums. A list of seven possibilities were reviewed. Brent Straka from TriCor was available to answer questions. It was also suggested the county should use carryover to cover the cost in lieu of any changes with health insurance. Final insurance premium renewals of the current plan design will be brought to the next committee meeting along with updated savings amounts for suggested changes.

Carol Schwartz presented the Orchard Manor request to reclassify an Administrative Assistant II (Schedule II, Grade 7) to Admissions Specialist (Schedule 1, Grade A) Effective September 1, 2016 with the fiscal impact of \$427 for the remainder of 2016, \$1588 for 2017, \$2572 for 2018,

and \$3535 for 2019. Don Splinter, seconded by John Patcle, moved to approve. Motion carried with one negative vote.

Carol Schwartz presented the Orchard Manor request to increase the shift differential at Orchard Manor effective January 1, 2017, as stated below.

Hourly shift differential:

	Current	Proposal
PM shift: RN and LPN	.45	.75
PM shift: CNA, dietary, housekeeping	.35	.75
Night shift: RN and LPN	.80	1.50
Night shift: CNA, dietary, housekeeping	.60	1.50

Fiscal impact:

	Current	Proposal
Total shift differential wages/benefits	\$47,989	\$126,142
Increase over current annual cost	n/a	\$68,152

The increase in bed rate will offset the cost. Robert Keeney, seconded by Gary Ranum, moved to approve. Motion carried without negative vote.

Tori Armstrong, presented Social Services request to increase the Seasonal WHEAP Outreach position wage from \$11.00 to \$13.04 effective September 1, 2016, with a fiscal impact of \$1916 (840 hours per year). John Beinborn, seconded by Gary Ranum, moved to approve. Motion carried without negative vote.

Staffing Update: Current staffing figures as of August 8, 2016, are as follows:

Full time Benefit	276
Regular Part time Benefit	105
Part time	69
Limited term and seasonal	89
TOTAL	539

Joyce Roling presented the directors report and the Lean report. John Beinborn, seconded by Gary Ranum, moved to accept the reports. Motion carried without negative vote.

Mark Stead, seconded by Robert Keeney, moved to adjourn to September 13, 2016, at 9:00 a.m. Mark Stead withdrew his motion and Robert Keeney withdrew his second to the motion. Robert Keeney, seconded by John Beinborn, moved to adjourn to September 20, 2016, at 9:00 a.m. Motion carried without negative vote.