

Joint Meeting of Executive Committee and Personnel Committee

October 21, 2010

Third Floor County Board Room

Call Meeting to Order: County Board Chair Jim Metz called the meeting to order at 8:30 a.m.

Members Present: Jim Metz, Chuck Zenner, Lester Lewis, Jim Seidl, Dave Bizer, Allen Beadles

Members Absent: Fred Parent

Other Attendees: Linda Daniels, Marie Koerner, Diane Niggemann

Approve Agenda. A motion was made by Lewis, seconded by Bizer, to approve the agenda with six items. A unanimous vote cast, the motion carried.

2011 Legal Services provided by Taylor County Corporation Counsel. Marie Koerner updated the committee on the status of the Corporation Counsel position. The applicants, that were offered the position, have declined. A motion was made by Seidl, seconded by Zenner, to continue the contracted position with Schmiede Law Office, LTD., for 2011. A unanimous vote cast, the motion carried.

Ordinance to amend Chapter 15, Corporation Counsel, Taylor County Code. It was moved by Lewis, seconded by Zenner, to amend Chapter 15, Corporation Counsel, to reflect the changes to make the ordinance reflect that the position is a contracted position rather than a county employee. A unanimous vote cast, the motion carried.

Resolution to approve Corporation Counsel legal services for 2011. It was moved by Lewis, seconded by Zenner, to approve a contract with Schmiede Law Office, LTD., for the Human Services and Child Support services at \$5,667.00 per month and the General Government services at \$160.00 per hour for 2011. A unanimous vote cast, the motion carried.

Adjournment. A motion was made by Bizer, seconded by Beadles, to adjourn at 8:40 a.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

Joint Meeting of the Executive, Finance and Personnel Committees

October 14, 2010

Ground Floor Conference Room

Call Meeting to Order: Fred Parent called the meeting to order at 11:00 a.m.

Members Present: Fred Parent, Chuck Zenner, Jim Seidl, Scott Mildbrand, Dennis Fuchs, Dave Bizer, Allen Beadles, Lester Lewis, Jim Metz

Members Absent: none

Other Attendees: Linda Daniels, Marie Koerner, Brian Wilson; Star News, Larry Brandl, Bruce Strama, Kathy Tingo, Brian Hedlund and John Olson; Hedlund Insurance Agency, Joan Berlin; Security Health Plan, Patty Krug, Randy Schalow; WPS, Randy Scholl and Curt DeLeske; Northwestern Mutual/Strategic Employee Benefit Services, Kim Hurtz; Wisconsin Group Health Trust

Approve Agenda. A motion was made by Fuchs, seconded by Beadles, to approve the agenda with seven items. A unanimous vote cast, the motion carried.

2011 Employee Group Health Insurance Presentations. Brian Hedlund and John Olson; Hedlund Insurance Agency, Joan Berlin; Security Health Plan, Randy Schalow, WPS, Randy Scholl and Curt DeLeske; Northwestern Mutual/Strategic Benefit Services and Kim Hurtz, Group Health Trust presented to the committee the group health insurance proposals from their respective companies.

Closed Session. It was moved by Beadles, seconded by Bizer, to go into closed session at 12:15 p.m. pursuant to Wisconsin State Statutes 19.85(1)(e) to deliberate on competitive proposals of the 2011 employee group health insurance policy and pursuant to Wisconsin State Statutes 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of a Corporation Counsel Applicant. Nine (9) voting aye, the motion carried.

Open Session. A motion was made by Lewis, seconded by Bizer, to go into open session at 1:02 p.m. to take any necessary action on the matter in closed session. Nine (5) voting aye, the motion carried.

It was moved by Zenner, seconded by Lewis, to approve the offer discussed in Closed Session that will be given to the Corporation Counsel candidate. A unanimous vote cast, the motion carried.

Jim Metz and Chuck Zenner left the meeting at 1:02 p.m.

Ordinance to amend Chapter 15, Corporation Counsel, Taylor County Code. It was moved by Lewis, seconded by Fuchs, to amend the changes to Chapter 15 in regards to making it an employee based chapter. A unanimous vote cast, the motion carried.

Adjournment. A motion was made by Mildbrand, seconded by Fuchs, to adjourn at 1:10 p.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

EXECUTIVE COMMITTEE

Thursday August 26, 2010
County Board Room

Call Meeting To Order: Chairman Jim Metz at 10:53 a.m.

Members Present: Jim Metz, Chuck Zenner and Allen Beadles

Members Absent: All Present

Other Attendees: Patricia Smith and Bruce Strama

Approve Minutes of the May 13, 2010 Committee meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Zenner/Beadles to approve the agenda. The motion carried.

Year-to-date Child Support Program update: Copies of information related to the program were distributed by Patricia Smith. She reviewed the updated report with committee members noting that collections are down slightly mainly due to the economy and an increase in the number dual custody orders in divorce cases. Overall the report was positive. Following the review, Beadles/Zenner to accept the report as presented. The motion carried.

Review and approve the proposed 2011 Child Support Budget: Smith distributed a copy of the proposed Child Support Budget along with narratives further addressing the budget. Committee members reviewed the proposed budget which included a total request of \$7,214.00 of county levy for 2011. Zenner/Beadles to approve submission of the budget to the Budget Review Committee as submitted. The motion carried.

Discuss and act on Corporation Counsel Budget for 2011: Strama informed committee members that he had spoken with Marie Koerner in relation to budgetary requirements for corporation counsel in 2011. Koerner had suggested budgeting \$100,000.00 in that budget, which should be the approximate amount required to fund the service. As discussed, applications have been out for hiring or contracting for corporation counsel services in 2011, so the \$100,000.00 is an estimate. Zenner/Beadles to approve budgeting \$100,000.00 for corporation counsel services in 2011. The Motion carried.

Adjournment: With no further business, Zenner/Beadles to adjourn the meeting at 11:22 a.m. The motion carried.

Bruce P. Strama

Executive Committee

June 21, 2010

Third Floor Jury Room

Call Meeting to Order: Chair Metz called the meeting to order at 9:52 a.m.

Members Present: Chuck Zenner

Members Absent: Allen Beadles

Other Attendees: Linda Daniels, Jim Seidl, Patti Smith, Lester Lewis, Fred Parent

Approve Minutes. A motion was made by Zenner, seconded by Metz, to approve the May 13, 2010 Joint Executive Committee and Personnel Committee meeting. A unanimous vote cast, the motion carried.

Approve Agenda. A motion was made by Zenner, seconded by Metz, to approve the agenda with five items. A unanimous vote cast, the motion carried.

Fill Administrative Assistant/Financial Manager position – Child Support office. Patti Smith, Child Support Administrator, was present to request filling the Administrative Assistant/Financial Manager position that is vacant in her office. She is asking to further reduce the hours of this position from 35 hours per week to 25 hours per week due to automation in the position. She requests to leave the authorization at 40 hours per week in the event that it is needed in the future. It was moved by Zenner, seconded by Metz, to approve filling the Administrative Assistant/Financial Manager position in the Child Support office at 25 hours per week. A unanimous vote cast, the motion carried.

Adjournment. It was moved by Metz, seconded by Zenner, to adjourn at 10:00 a.m.

Secretary: Linda Daniels, acting Secretary

Joint Meeting of Executive Committee and Personnel Committee

May 13, 2010

Third Floor County Board Room

Call Meeting to Order: County Board Chair Jim Metz called the meeting to order at 10:45 a.m.

Members Present: Jim Metz, Fred Parent, Chuck Zenner, Lester Lewis, Jim Seidl, Dave Bizer, Allen Beadles

Members Absent: none

Other Attendees: Marie Koerner, Brian Wilson; Star News, Dennis Fuchs, Sue Hady, Patti Smith, Steve Anderson

Approve Agenda. A motion was made by Zenner, seconded by Parent, to approve the agenda with seven items. A unanimous vote cast, the motion carried.

Resolution to hold a special election for the unexpired term of the Taylor County Treasurer. A motion was made by Bizer, seconded by Seidl, to approve the resolution to hold a special election for the unexpired term of the Taylor County Treasurer. A unanimous vote cast, the motion carried.

Ordinance to amend Chapter 15, Corporation Counsel, Taylor County Code. This item was not acted on.

Closed Session. It was moved by Parent, seconded by Lewis, to go into closed session at 10:50 a.m. pursuant to Wisconsin State Statutes 19.85(1)(c) for the purpose of reviewing competitive bids for the contracted Corporation Counsel positions. Seven (7) voting aye, the motion carried.

Open Session. A motion was made by Lewis, seconded by Seidl, to go into open session at 11:45 a.m. to take any necessary action on the matter in closed session. Seven (7) voting aye, the motion carried.

It was moved by Seidl, seconded by Bizer, to contract with Schmiede Law Office for the Human Services and Child Support contract and the General Government contract for the remainder of 2010. It was then moved by Bizer, seconded by Beadles, to contract with Schmiede Law Office for 90 days (September 1, 2010) or until a Corporation Counsel can be hired. Six (6) members voting aye, and one (1) voting no, (Seidl). The motion, as amended, was acted on. Six (6) members voting aye, and one (1) voting no, (Seidl). The motion carried.

There will be a meeting of the Personnel Committee on May 20, 2010, at 10:00 a.m. to discuss hiring a Corporation Counsel.

Adjournment. A motion was made by Zenner, seconded by Lewis, to adjourn at 11:50 a.m. A unanimous vote cast, the motion carried.

Secretary: Marie Koerner

EXECUTIVE COMMITTEE

Thursday May 13, 2010
County Board Room

Call Meeting To Order: Chairman Jim Metz at 9:53 a.m.

Members Present: Jim Metz, Chuck Zenner and Allen Beadles

Members Absent: All Present

Other Attendees: Patricia Smith, Lester Lewis, Jim Seidl and Bruce Strama

Approve Minutes of the April 29, 2010 Committee meeting: Zenner/Beadles to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Zenner/Beadles to approve the agenda. The motion carried.

Discuss and act on a resolution expressing appreciation for years of service by Sharon Thomas: Copies of the proposed resolution had been distributed along with the agendas and on a motion by Beadles and a second by Zenner, the resolution was approved for submission to the full county board. The motion carried.

Adjournment: With no further business, Zenner/Beadles to adjourn the meeting at 9:56 a.m. The motion carried.

Bruce P. Strama

EXECUTIVE COMMITTEE

Thursday April 29, 2010
County Board Room

Call Meeting To Order: Chairman Jim Metz at 10:49 a.m.

Members Present: Jim Metz, Chuck Zenner and Allen Beadles

Members Absent: All Present

Other Attendees: Patricia Smith and Bruce Strama

Approve Minutes of the March 11, 2010 Committee meeting: Beadles/Metz to approve the minutes of the previous meeting. The motion carried.

Approve Agenda: Zenner/Beadles to approve the agenda. The motion carried.

Update on Taylor County Child Support Program: Patricia Smith distributed a copy of the report on the program to committee members. She also displayed a plaque/certificate the department had received for exceeding child support performance. The department has received certificates of Excellence for the past 11 years. According to Smith the annual expenditures are as should be, with it being too early in the year to track revenues. She did note that collections are down due to the downturn in the economy and associated higher unemployment and lower wages.

Discuss and act on a request to fill child support specialist position: Smith reported that one of the two child support specialists will be retiring and requested that a replacement be approved. With a case load in excess of one thousand she needs both specialists to perform the required duties of the office. Following a short discussion, Beadles/Zenner to approve the request to fill the support specialist position as requested following approval by the Personnel Committee. The motion carried.

Adjournment: With no further business, Zenner/Beadles to adjourn the meeting at 11:13 a.m.

Bruce P. Strama

Joint Meeting of the Executive, Finance and Personnel Committees

March 11, 2010

Third Floor County Board Room

Call Meeting to Order: Joe Sweda called the meeting to order at 10:14 a.m.

Members Present: Fred Parent, Chuck Zenner, Jim Seidl, Joe Sweda, Allen Beadles, Lester Lewis

Members Absent: Jim Metz

Other Attendees: Linda Daniels, Marie Koerner, Brian Wilson; Star News, Steve Anderson, Bruce Strama, Patti Smith, Sue Hady

Approve Agenda. A motion was made by Beadles, seconded by Sweda, to approve the agenda with five items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Zenner, seconded by Seidl, to approve the minutes from the February 25, 2010 Joint Meeting of the Executive, Finance and Personnel Committees. A unanimous vote cast, the motion carried.

Review Corporation Counsel contract and position options. Steve Anderson, Corporation Counsel was present to answer questions from the committee regarding his recommendations and input regarding filling the Corporation Counsel position. Also present were Patti Smith, Child Support Administrator, and Sue Hady, Human Services Director, to answer questions regarding their departments and the need regarding the Corporation Counsel. A motion was made by Seidl, seconded by Lewis, to advertise the request for proposals and questionnaire for two contracts, one for 1,100 hours for Human Services/Child Support work and the other for 500 hours for other general legal work. A unanimous vote cast, the motion carried.

Adjournment. A motion was made by Lewis, seconded by Beadles, to adjourn at 10:56 a.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

Joint Meeting of the Executive, Finance and Personnel Committees

February 25, 2010

Third Floor County Board Room

Call Meeting to Order: County Board Chair Jim Metz called the meeting to order at 10:20 a.m.

Members Present: Jim Metz, Chuck Zenner, Jim Seidl, Joe Sweda, Allen Beadles

Members Absent: Fred Parent, Lester Lewis

Other Attendees: Linda Daniels, Marie Koerner, Brian Wilson; Star News, Steve Anderson, Bruce Strama

Approve Agenda. A motion was made by Sweda, seconded by Beadles, to approve the agenda with five items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Sweda, seconded by Beadles, to approve the minutes from the February 10, 2010 Personnel Committee meeting. A unanimous vote cast, the motion carried.

Review Corporation Counsel contract and position posting requirements. Steve Anderson, Corporation Counsel was present to answer questions from the committee regarding his recommendations and input regarding filling the Corporation Counsel position. The Judge will be retiring in Ladysmith as of May 28, 2010 and Steve's term will officially begin on August 1, 2010. There is question as to whether Steve will finish the remainder of the dates between May 28 and August 1. It was decided to schedule another meeting with the committees and have Sue Hady and Patti Smith attend. The next joint meeting of the Executive, Finance and Personnel Committees is scheduled for March 11, 2010 following the Finance Committee meeting. No action was taken.

Adjournment. A motion was made by Sweda, seconded by Beadles, to adjourn at 11:00 a.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels

EXECUTIVE COMMITTEE

Thursday February 11, 2010
Third Floor Jury Room

Call Meeting To Order: Chairman Jim Metz at 10:18 a.m.

Members Present: Jim Metz, Joseph Sweda and Allen Beadles

Members Absent: All Present

Other Attendees: Steve Anderson, Fred Parent, Chuck Zenner, Steve Bowers, Bruce Strama and Brian Wilson (The Star News). Jim Wood arrived at 10:35 a.m.

Approve Minutes of the October 20, 2009 meeting, and the minutes from the January 19, 2010 Joint Executive/Personnel Committee meeting: Sweda/Beadles to approve the minutes of the previous meetings. The motion carried.

Approve Agenda: Beadles/Sweda to approve the agenda. The motion carried.

Discuss and act on airport hanger specifications and other airport related issues:

William Webster was present to voice concerns over operations of the Taylor County Airport. He brought up several issues including fuel contracts, hanger building applications and other non-compliance issues. Corporation Counsel Steve Anderson assisted where possible in several areas. Anderson stated that he has no knowledge of non-compliance as there have been no reports of such from the federal agency related to airport operations. Webster requested copies of all airport contracts from 1990 until the present time. Anderson informed Webster that he would have to narrow down his request, naming the contracts that he is requesting copies of. Anderson informed Webster that Taylor County is in the process of developing a fixed base operator application which when completed will be available to Webster if he is interested in having such an operation. Anderson also noted that previously upon request of relevant information by Webster, that those requests have been fulfilled. Webster stated that he has been in contact with federal officials voicing his concerns. Anderson will attempt to contact those officials to address those concerns.

Adjournment: With no further business, Beadles/Sweda to adjourn the meeting at 10:42 a.m.

Bruce P. Strama

Joint Meeting of Executive Committee and Personnel Committee

January 19, 2010

Third Floor County Board Room

Call Meeting to Order: County Board Chair Jim Metz called the meeting to order at 2:00 p.m.

Members Present: Jim Metz, Fred Parent, Chuck Zenner, Lester Lewis, Jim Seidl, Joe Sweda, Allen Beadles

Members Absent: none

Other Attendees: Linda Daniels, Marie Koerner, Brian Wilson; Star News, Jim Wood, Marvel Lemke, Roxy Kahan

Approve Agenda. A motion was made by Sweda, seconded by Zenner, to approve the agenda with six items. A unanimous vote cast, the motion carried.

Approve Minutes. A motion was made by Sweda, seconded by Zenner, to approve the minutes from the January 14, 2010 Personnel Committee meeting. A unanimous vote cast, the motion carried.

Updated Transportation Assistant/Secretary job description – Commission on Aging Department. This item will be brought back to Personnel Committee after Commission on Aging approval. No action was taken.

Procedure for filling the County Treasurer position. Marie Koerner, Human Resource Manager, received an opinion from the Corporation Counsel regarding the options available to fill the County Treasurer position due to the resignation of Deb Wiinamaki. The County could appoint someone to fill out the remaining term, appoint someone until the election in November, or allow the office to run as it is running currently and have an election in November. A motion was made by Sweda, seconded by Lewis, to recommend to the County Board to allow the Treasurer's Office to run as it is currently and have a special election in November, and if needed, to hold a primary in September. This recommendation will be presented at the next County Board meeting. A unanimous vote cast, the motion carried.

Adjournment. A motion was made by Parent, seconded by Zenner, to adjourn at 2:18 p.m. A unanimous vote cast, the motion carried.

Secretary: Linda Daniels