

Executive Committee Meeting
May 14, 2013 – 8:00 a.m. - Conference Room A-260

Minutes

John West, Chair, called the meeting to order at 8:06 a.m. The meeting was properly announced.

Committee members present: John West, Al Sebastiani, Jack Allen, Larry Babcock, and Florence Johnson.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Mindy Dale, acting for Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Diane Osborn; and Patrick Kotlowski.

Motion by Sebastiani, seconded by Allen, to approve the Agenda. Motion carried by unanimous vote.

Motion by Babcock, seconded by Allen, to approve Minutes of the Executive Committee Meetings held April 9, 2013. Larson requested correction on page 3, second paragraph, to substitute “Affordable Care Act” for “Budget Repair Bill.” Chair West instructed the Recording Secretary to amend the April 9, 2013 Minutes to incorporate this correction. Motion carried by unanimous vote.

Discussion was held regarding a Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position. Motion by Allen, seconded by Johnson, to approve and forward to County Board. Motion carried by unanimous vote.

Discussion was held regarding a Resolution to Create Two Limited Term Employees in the Highway Department. Motion by Johnson, seconded by Sebastiani, to approve and forward to County Board. Motion carried by unanimous vote.

Discussion was held regarding Resolution to Amend Adams County Employee Handbook Chapter 3, Section 12; Chapter 5, Section 8; Chapter 8; Section 1.03. Motion by Allen, seconded by Babcock, to forward to County Board. Motion carried by unanimous vote.

Motion at 8:25 a.m. by Sebastiani, seconded by Allen, to convene in closed session per:

- Wis. Stats. §19.85(1)(e) for purposes of 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. Discuss and/or act on pending WPPA Local 355 negotiations; and

- Wis. Stats. §19.85(1)(c), for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on reviewing applications for employment as Corporation Counsel.

Motion carried by unanimous vote.

The Committee reconvened at 10:25 a.m. in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. No motions were made post-closed session.

Kaye distributed a handout and gave a brief presentation of her monthly report.

Trena Larson, Administrative Coordinator/Director of Finance gave her monthly report.

- Larson met with Steve Schneider of Hilbert Communications. West inquired of Attorney Dale whether he and Sebastiani should step out of the meeting. Attorney Dale's opinion is that West and Sebastiani could remain because the project is underway. Larson continued to describe tower locations and progress.
- The plat book contract between Adams County and 4-H will be mutually cancelled due to the USDA being unable to provide aerial photographic data, as well as the potential strain on GIS staff.
- Larson invited the Committee to attend the Department Head Meeting on May 16th at 8:15 a.m. Presentations will be given by:
 - Phillips & Borowski regarding conflict resolution; and
 - Calumet County Administrator regarding PTO planning, procedure and reactions. Larson gathered input from Department Heads listing ideas and concerns of a PTO plan.
- Larson was asked to sign a Tissue Contract for the Medical Examiner office, but will hold until Marilyn reports back to PS&J committee as there was a concern that no dollar amount of reimbursement was indicated. Sebastiani stated that the Public Safety & Judiciary Committee requested Ms. Rogers to obtain a comparison and the contract has not been approved. Discussion took place regarding the procedure for approval of contracts. Larson read from PGAP ch. 8, s.23.

Diane Heider, Legal Assistant gave the report of Adams County Corporation Counsel Department. Attorney Thibodeau was appointed by Resolution to represent Corporation Counsel Department as needed for ordinance violations, guardianship and protective placement cases, mental commitments, and any other opinions and advice. Weld, Riley, Prens & Ricci was assigned litigation matters such as foreclosure demand for surplus, bankruptcy claim, 2 Board of Adjustment lawsuits, Medicaid

subrogation suits. Heider indicated that this system is working well so far, but in her opinion the Corporation Counsel position should be filled as soon as possible.

Motion by Babcock, seconded by Allen to approve vouchers. Motion carried by unanimous vote.

The next meeting is set for: June 11, 2013 at 8:00 a.m. Allen requested to be excused.

Action items for next meeting:

- Closed session regarding WPPA Sheriff's Local 355 Negotiations.
- Revise County Board Rules to clarify the Ethics section.

Motion by Sebastiani, seconded by Johnson to adjourn the meeting at 10:56 a.m. **Motion carried by unanimous vote.**

Respectfully submitted,

Diane Heider
Recording Secretary