

Minutes of Executive Committee Meeting
Wednesday, August 10, 2011 – 1:00 p.m.
Conference Room A-260

Meeting called to order by Al Sebastiani, Chair, at 2:53 p.m. The meeting was properly announced. Members present: Al Sebastiani, Dave Renner, Joe Stuchlak, Larry Babcock, and Beverly Ward.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; John R. “Jack” Albert, Adams County Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; AGF representative.

Motion by Stuchlak seconded by Ward, to approve the Agenda. Motion carried by unanimous vote.

Motion by Renner, seconded by Stuchlak, to approve the Executive Committee Minutes of July 12, 2011. Motion carried by unanimous vote.

There was no public participation. There was no new correspondence.

The AFG representative gave a Health Risk Assessment presentation.

Discussion was held regarding AC/DOF request for additional compensation at 50 cents per hour for the Account Technician/Payroll Specialists for additional duties performed during the vacancy of the Administrative Assistant position. **Motion by Ward, seconded by Stuchlak, to deny additional compensation for additional duties performed during the vacancy of the Administrative Assistant position. Motion carried by unanimous vote.**

Trena Larson presented the AC/DOF proposed 2012 budget. **Motion by Ward, seconded by Babcock, to forward the AC/DOF budget to the Administrative & Finance Committee for approval. Motion carried by unanimous vote.**

Trena presented the Administrative Coordinator/Director of Finance monthly report.

Jack Albert presented Corporation Counsel Department proposed 2012 budget. **Motion by Babcock, seconded by Renner, to forward the Corporation Counsel budget to the Administrative & Finance Committee for approval. Motion carried by unanimous vote.** Jack presented the Corporation Counsel monthly report.

Marcia Kaye presented the Personnel Department monthly report. **Motion by Renner, seconded by Stuchlak, to forward the Personnel Department budget to the Administrative & Finance Committee for approval. Motion carried by unanimous vote.**

Marcia presented Personnel Department proposed 2012 budget.

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

These minutes have not yet been approved by the Executive Committee.

A special meeting may be held on August 16, 2011 at 5:30 p.m. regarding Highway Department Hiring.

The next regular meeting date is set for September 13, 2011 at 9:00 a.m.

Action items for next meeting: Closed session regarding upcoming Union Negotiations.

Motion by Stuchlak seconded by Renner to adjourn the meeting at 5:02 p.m. **Motion carried by unanimous vote.**

Respectfully submitted,

/s/ Diane M. Heider

Diane Heider
Recording Secretary

These minutes have not yet been approved by the Executive Committee.