

ADAMS COUNTY BOARD MINUTES  
Adams County Board Room  
February 21, 2012 6:00 p.m.

The Adams County Board of Supervisors meeting was called to order by Chairman Sebastiani at 6:05 p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-Patrick Gatterman; Dist. #10-Heidi Roekle; Dist. #11-Jack Allen; Dist. #12-Florence Johnson; Dist. #13-Mike Keckeisen; Dist. #14-Bev Ward; Dist. #15-David Renner; Dist. #16-John West, Dist. #17-Bill Miller; Dist. #18-Terry James, Dist. #19-Dave Repinski; Dist. #20-Lori Djumadi. Excused, Dist. #09-Patricia Townsend. Also present, Beckman, Metoyer, and Theisen from the SAYL program.

Motioned by Allen/Roekle to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Licitar/Repinski to approve January 17, 2012 minutes. Motion carried by unanimous voice vote.

**Public Participation:** None

**Claims:** None

**Correspondence:** None

**Appointments:** Motioned by Djumadi/Stuchlak to appoint to Ad Hoc County Board Rules Committee; John West, Bev Ward, Joe Stuchlak, Bill Miller, and Jack Allen. Motion carried by unanimous voice vote.

Motioned by Ward/Babcock to appoint David Repinski to the Aging & Disability Resource Center Committee (ADRC). Motion carried by unanimous voice vote.

**Unfinished Business:** None

**Reports and Presentations:**

- Administrative Coordinator/Director of Finance gave a report.
- Daric Smith, RIDC gave a report.
- Motioned by Ward/Stuchlak to accept the 2011 Annual Report from Register of Deeds. Motion carried by unanimous voice vote.
- Motioned by James/Stuchlak to accept the 2011 Annual Report from Land Information-Register of Deeds. Motion carried by unanimous voice vote.
- Motioned by Ward/Renner to accept the 2011 Annual Community Service Program. Motion carried by unanimous voice vote.
- Motioned by Ward/West to accept the 2011 Annual Clerk of Court Receipts and Disbursements. Motion carried by unanimous voice vote.
- Motioned by Ward/James to accept the 2011 Annual Report Basic Jury System Evaluation from Circuit Court. Motion carried by unanimous voice vote.

**Res. #07:** Motioned by Kotlowski/Djumadi to adopt Res. #07 to sell County Advertised Tax Foreclosure Property, 032-01606. Motion to adopt Res. #07 carried by roll call vote 19 yes, 1 excused. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**Res. #08:** Motioned by Ward/Miller to adopt Res. #08 to amend the Adams County Personnel & General Administrative Policies adopted November 2011. Motioned by Allen/West to amend 2.08 to read: On-Call Pay: On-call is defined as the availability of a non-exempt staff person to respond to a pager or designated cell phone request according to a pre-established schedule; and to perform required duties outside of normal office hours. Pre-arranged visits are not considered on-call. On-call has two functions; (1) carrying the pager – employees serving on-call by carrying a pager will be paid 1 ½ times their rate of pay for hours worked beyond their 40-hour workweek. Employees who are required to respond to after hours calls during the week will be paid \$1.25 per hour for after-hours availability during week days and. Employees required to be on call during weekends and holidays will be paid \$1.75 for availability during weekends and holidays. (2) Responding to an emergency – When responding to a call, or handling crisis, employees will be paid their normal rate of pay up to 40 hours and 1-1/2 times their rate of pay for hours worked beyond their 40-hour work week. per hour. This benefit does not apply to 'natural emergency' on-call such as salting or plowing operations. Motion to amend carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Keckeisen. Excused, Townsend. (3 SAYL, yes, non-binding vote)

Motioned by Ward/Gatterman to amend 2.10 to read: Shift Differential. If an employee (dispatch/jailers jail/janitor only) works a regular shift between the hours of 6:00 p.m. and 6:00 a.m., the employee shall receive a shift differential of twenty cents (\$.20) per hour. Motion to amend carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Keckeisen. Excused, Townsend. (3 SAYL, yes, non-binding vote)

Motioned by Miller/Allen to amend part of section 1 – vacation as: After one full year of employment every full-time employee must use at least five consecutive vacation days each year or one (1 consecutive work week). An exception may be made by the department head. ~~Inadequate vacation banks would be exempt from this provision.~~  
 To add "ed" to report in section 1.02 related to PPE and add "in their possession" to section 1.02 of inventory. Motion to amend carried by roll call vote, vote, 18 yes, 1 no, 1 excused. Voting no, Keckeisen. Excused, Townsend. (3 SAYL, yes, non-binding vote)

Motioned by West/Ward to amend Section 1 - Vacation

- Full-time and regular part-time employees that working up to 80 hours per two-week pay period shall accrue vacation based on the following schedule:
- ~~Regular part-time employees shall be eligible for paid vacation according to the following accrual schedule on all hours worked up to 80 hours in a two-week pay period.~~

Years of Service	Prorated Vacation Hours per Year	Vacation accrued per work hour
0-6	80 Hours	.0384 hrs
7-12	120 Hours	.0577 hrs
13-19	160 Hours	.0769 hrs
20+	200 Hours	.0962 hrs

Full-time employees working 75 hours per two-week pay period shall accrue vacation based on the following schedule:

Years of Service	Vacation accrued per Year	Vacation accrued per pay period
0-6	75 Hours	2.885 hrs
7-12	112.5 Hours	4.327 hrs
13-19	150 Hours	5.769 hrs
20+	187.5 Hours	7.212 hrs

~~Full-time employees working 80 hours per two-week pay period shall accrue vacation based on the following schedule:~~

<del>Years of Service</del>	<del>Vacation accrued per Year</del>	<del>Vacation accrued per pay period</del>
<del>0-6</del>	<del>80 Hours</del>	<del>3.077 hrs</del>
<del>7-12</del>	<del>120 Hours</del>	<del>4.616 hrs</del>
<del>13-19</del>	<del>160 Hours</del>	<del>6.154 hrs</del>
<del>20+</del>	<del>200 Hours</del>	<del>7.693 hrs</del>

Motion to amend carried by roll call vote, 19 yes, 1 excused. Excused, Townsend. (3 SAYL, yes, non-binding vote)

Motion to adopt amended Res. #8 carried by roll call vote, 14 yes, 4 no, 1 abstaining, 1 excused. Voting no, Djumadi, England, James, and Kotlowski. Abstaining, Keckeisen. Excused, Townsend.

**Res. #09:** Motioned by Stuchlak/James to adopt Res. #09 to authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for \$97,000 from WDNR Aquatic Invasive Species Grant Program for the purpose of funding a staff person and operations to provide educational and technical assistance for prevention and control of aquatic invasive species for 2013 and 2014. Motion to adopt Res. #09 carried by roll call vote 18 yes, 1 no, 1 excused. Voting no, Djumadi. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**RECESS:** Motioned by Allen/Johnson to recess at 7:04 p.m. Motion carried by unanimous voice vote.

**RECONVENE:** Called back to order by Chairman Sebastiani at 7:15 p.m. 19 present, 1 excused. Excused, Townsend.

Motioned by Repinski/Kotlowski to reconsider Res. #8. Motion to reconsider Res. #8 carried by roll call vote, 13 yes, 6 no, 1 excused. Voting no, Babcock, Gatterman, Keckeisen, Miller, Roekle, and Ward. Excused, Townsend.(3 SAYL, 2 yes, 1 no, voting not Beckman, non-binding vote) Motioned by Allen/Roekle to table Res. #8. Motion to table Res. #8 carried by roll call vote, 12 yes, 7 no, 1 excused. Voting no, Babcock, Gatterman, Keckeisen, Licitar, Miller, Ward and West. Excused, Townsend.

**Res. #10:** Motioned by Babcock/Allen to adopt Res. #10 to authorize the Department of Health and Human Services of Adams County to increase the part time Economic Support position to a full time position. Motioned by Ward/Repinski to amend Res. #10 striking the entire fiscal note and inserting "No Impact to 2012 budget." Motion to amend Res. #10 carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Gatterman. Excused, Townsend. (3 SAYL, yes, non-binding vote) Motion to adopt amended Res. #10 carried by roll call vote, 19 yes, 1 excused. Excused Townsend. (3 SAYL, yes, non-binding vote)

**Res. #11:** Motioned by Keckeisen/Renner to adopt Res. #11 to authorize the Department of Health and Human Services of Adams County to reclassify a current Clerk/Receptionist position to a Clinic Coordinator/Receptionist. Motion to adopt Res. #11 carried by roll call vote 15 yes, 4 no, 1 excused. Voting no, Djumadi, Johnson, Kotlowski, and Ward. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**Res. #12:** Motioned by Licitar/Stuchlak to adopt Res. #12 to authorize the Clerk of Circuit Court for Adams County to reclassify a current Collections Specialist position to a Deputy Clerk of Court

position. Motion to adopt Res. #12 carried by roll call vote, 16 yes, 3 no, 1 excused. Voting no, Djumadi, Ward and West. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**Res. #13:** Motioned by West/Ward to adopt Res. #13 a resolution providing for the sale of approximately \$5,580,000 general obligation refunding bonds. Motion to adopt Res. #13 carried by roll call vote, 19 yes, 1 excused. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**Ord. # 01:** Motioned by Stuchlak/Licitar to enact Ord. #01 to rezone parcels of land in Town of Colburn that were based on incorrect acreage calculations and not zoned according to existing use and additional parcels as appropriate and to enact Ordinance 17A, 2010. Motion to enact Ord. #01 carried by roll call vote 19 yes, 1 excused. Excused, Townsend. (3 SAYL, yes, non-binding vote)

**Denials:** None

Motioned by Kotlowski/Roekle to approve claims as submitted. Motion to approve claims carried by unanimous voice vote. (3 SAYL, yes, non-binding vote)

Motioned by Allen/Johnson to approve per diem and mileage as submitted. Motion to approve per diem and mileage carried by unanimous voice vote. (3 SAYL, yes, non-binding vote)

Motioned by Repinski/Johnson to bring back Res. #11 & 12. Motion carried by voice vote. Voting no, Keckeisen. Excused, Townsend. Motioned by Ward/Kotlowski to amend Res. #11 & 12 fiscal striking them entirely and inserting "No Impact 2012 budget". Motion to amend carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Djumadi. Excused, Townsend.

Motioned by Johnson/Djumadi to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for March 20, 2012, 6:00 p.m.

Motioned by Johnson/Roekle to adjourn at 8:30 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi  
Adams County Clerk