

ADAMS COUNTY BOARD OF SUPERVISORS MEETING  
 Adams County Board Room, May 18, 2010 6:00 p.m.

**Twice Amended Agenda**

1. Call to Order by the County Clerk
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve the Agenda
7. Approval of April 20<sup>th</sup>, and April 30<sup>th</sup>, 2010 minutes
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint (6) Supervisors to approve claims: West, Griffin, Gatterman, Stuchlak, England, and Miller to review during recess
10. **Claims:** None
11. **Correspondence:** A letter received April 19<sup>th</sup>, 2010 from Jon Roseberry with questions to the County Board Supervisors concerning the proposal to have Columbia County oversee a Medical Examiner's Department in Adams County.
12. **Appointments:** Appoint Jack Allen to the Marsh Country Health Alliance Commission.
13. **Unfinished Business:**  
**Resolution #25:** To authorize MSA Professional Services, Inc. Assessor's Plat to define property boundaries for lots 1-5 and 16-18 in Town of New Haven Assessor's Plat #1 with the intent Adams County will pay for all costs associated with the new Assessor's Plat.
14. **Reports and Presentations:**
  - a. Administrative Coordinator/Director of Finance
  - b. Miscellaneous
    - UWEX presentation
    - Update RID- Daric Smith
    - Proclamation of Older Americans Month
    - Child Support Report

15. Review Committee Minutes

Ad Hoc Rules 3/24  
**Admin & Fin 4/8**  
 Airport 4/12  
 Board of Adj 4/21  
 CWCAC 2/24  
 CDBG 4/21  
 County Board 4/20, 4/30

Executive 4/12  
 Highway 3/10  
 Humane Soc 4/8  
 Land Info 3/25  
 Library 4/26  
 LMMD 3/1  
 Parks 5/5

Plan & Dev 4/12,4/20,5/5  
 Property 4/13  
 Pub Safety & Jud 3/10  
 Pub Wks 4/14,15,16,4/20  
 Res & Rec 3/9,4/6,4/9,5/4  
 SCLS 5/10  
 Surveyor 5/4

16. **Resolutions:**

**Res. #28:** To provide clarification to Chapter 4: Salaries and Wages; Sections 1.03 and 5.01 (d) of the Personnel & General Administrative Policies of Adams county adopted on 4/30/10.

**Res. #29:** **To establish the annual compensation for the positions of Clerk of Circuit Court and Sheriff.**

17. **Ordinances:**

**Ord. #04:** To rezone a portion of a parcel of property owners Gene & Susan Hutchings, in

the Town of Jackson, property (1.23 acres) located in the SE ¼, SW ¼, Section 16, Township 15 North, Range 7 East from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

17. **Denials:**

18. **Petitions:** None

19. Approve Claims

20. Per Diem and Mileage for this Meeting read by the County Clerk

21. Motion for County Clerk to correct errors

22. Set next meeting date.

23. Closed Session

24. Adjournment

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**RESOLUTION 29-2010**

**RESOLUTION TO ESTABLISH ELECTED OFFICIAL COMPENSATION**

**INTRODUCED BY:** Executive Committee

**INTENT & SYNOPSIS:** To establish the annual compensation for the positions of Clerk of Circuit Court and Sheriff.

<b>FISCAL NOTE</b>	2011	2012	2013	2014
Clerk of Court	\$54,829.47	\$56,200.20	57,324.21	\$58,470.69
Sheriff	\$70,679.94	\$72,446.94	\$73,895.88	\$75,373.79

**WHEREAS:** Adams County is required, pursuant to Wisconsin Statute 59.22, to establish the total annual compensation for elected officials prior to the earlier time for filing nomination papers for the ensuing term of office; and

**WHEREAS:** Wisconsin Statute 59.22 further provides that an elected official's compensation may not be increased or decreased during the officer's term; and

**WHEREAS:** Candidates for the offices of the Clerk of Courts and Sheriff may file nomination papers on June 1, 2010, for the 2011-2014 term; and

**WHEREAS:** The Executive Committee has evaluated the total annual compensation of the above listed elected officials and recommends that the compensation be established as shown; and

**WHEREAS,** the Executive Committee recommends that the salary for the elective offices of Clerk of Courts and Sheriff be increased by 4.3 percent in 2011, 2.5 percent in 2012, 2 percent in 2013, and 2 percent in 2014; and

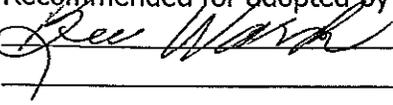
**WHEREAS,** the Executive Committee recommends that these elected offices be offered the same fringe benefit package that is offered to non-represented employees; and

**WHEREAS,** A simple majority vote of the County Board of Supervisors present will be required for final approval.

**NOW, THEREFORE, BE IT RESOLVED,** That the Adams County Board of Supervisors authorize the total annual compensation of the elected officials, Clerk of Circuit Court and Sheriff, for the terms of office of 2011-2014 are set as follows:

	2011	2012	2013	2014
Clerk of Court	\$54,829.47	\$56,200.20	\$57,324.21	\$58,470.69
Sheriff	\$70,679.94	\$72,446.94	\$73,895.88	\$75,373.79

Recommended for adopted by the Executive Committee this 11th day of May, 2010.



Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ 18th day of May, 2010

ADAMS COUNTY, WISCONSIN

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
County Clerk

**Administrative and Finance Committee Minutes**

Thursday, April 8, 2010 9:00 A.M.

Room A260, Courthouse

Friendship, WI

1. **Call meeting to order;** Chairman John West called the meeting to order at 9:00 a.m.
2. **Was the meeting properly noticed;** Yes
3. **Roll call;** Present were Supervisors West, Sebastiani, Kirslenohr, Klingforth and Ward; also present were Barbara Petkovsek, Administrative Coordinator/Director of Finance; Marcia Kaye/Personnel Director; Dawn McGhee, MIS Director
4. **Approve agenda;** Motion by Ward seconded by Sebastiani to approve the agenda as printed. Voice vote. Motion carried.
5. **Approve prior meeting minutes (March 16, 2010);** Motion by Ward seconded by Kirslenohr to approve the minutes as printed. Voice vote. Motion carried.
6. **Public Participation;** None
7. **Correspondence;** None
8. **Discuss and/or act on Resolution to Rescind Existing Non-Lapsing or Designated Carryover Funds Resolutions & Re-establish Accounts as Necessary for County Operations;** Discussion held regarding Designated Carryover Funds. Motion by Sebastiani seconded by Ward to eliminate the space needs study carryover fund and present the resolution to County Board. Voice vote. Motion carried.
9. **Discuss and/or Act on Resolution to Authorize 2009 Transfer of Funds;** Petkovsek explained that the only accounts that need general fund transfers for 2009 are Veterans Service and coroner. Motion by Klingforth seconded by Ward to present the resolution to County Board. Voice vote. Motion carried.
10. **Discuss and/or Act on Resolution to Authorize a Transfer of Funds from General Fund to the Solid Waste Fund to Setup the Enterprise Fund;** Petkovsek explained the resolution. Motion by Ward seconded by Klingforth to present the resolution to County Board with a change to resolution on lines 43-46 by transferring \$333,199 from the General Fund unreserved, undesignated fund and \$56,884 from the designated reserved compensation fund. Voice vote. Motion carried on amendment. Following review of year end adjusting entries, motion by Ward seconded by Kirslenohr to rescind previous action and bring the resolution back on the floor. Voice vote. Motion carried. Motion by Ward seconded by Sebastiani to present the resolution to the County Board as drafted. Voice vote. Motion carried.

**11. Discuss and/or Act on Resolution to Authorize Out of State Travel for Administrative Coordinator;** Discussion held on request for the County Administrative Coordinator to travel to Dublin, Ohio for a NACO sponsored meeting with Nationwide Retirement Solutions May 3-5. The costs to be paid by NACO. Discussion held on utilization of time and possibility of using vacation time. Petkovsek felt that the meeting is related to business and would not take vacation time. Motion by Sebastiani seconded by Klingforth to forward the resolution to County Board. Roll call vote. Sebastiani, West, Klingforth voted yes. Ward and Klingforth voted no. Motion carried.

**12. Discuss and/or Act on Resolution Authorizing Intergovernmental Agreement with Ho-Chunk Nation;** Discussion held on resolution. Motion by Sebastiani seconded by Kirslenohr to present the resolution to County Board with the use of the monies provided by the nation for Health and Human Services. Voice vote. Motion carried.

**13. Administrative Coordinator/Director of Finance:**

**a. Report;** Items highlighted were ROI on video conferencing, conduit bonding, sales tax fund balance

**b. Report contingency fund;** Report presented on 12/31/09 balances.

**c. Report on general fund balance;** Report on unaudited 12/31/09 balance.

**d. Cash reconciliation;** Report to be placed in mailboxes

**e. Approve check register;**

**f. Discuss and or act on 2009 Budget overdrafts;** Motion by Ward seconded by Kirslenohr to approve transfer from contingent fund for 2009 overdrafts per the attached report. Voice vote. Motion carried.

**g. Discuss and or act on Municipal Securities Disclosure Reporting by Ehlers;** Motion by Sebastiani seconded by Ward to retain Ehlers to do the Municipal Securities Disclosure Reporting. Voice vote. Motion carried.

**14. MIS:**

**a. Office Activities;** Dawn McGhee reported on open orders; reported resignation of Rich Huck, Committee advised to use contracted services as need on an interim basis due to the resignation within budgeted amounts. Committee advised that a proposal for contracted services be presented at the next meeting for the vacant position, as well as, refilling the position.

**b. Training/Conferences;** GIPAW conference is 2<sup>nd</sup> week of May and she likely won't attend with staff shortage

**c. Vouchers;**

**d. Financial report;** Discussion held on cost and maintenance agreements on blackberry's and cell phones.

**15. County Clerk: (To be presented at the next meeting)**

**a. Department activities;**

**16. Treasurer:**

**a. Tax Deed Property update;** Mary Ann Bays reported that the number of properties that she published for tax deeds cost in excess of \$10,000 and she will wait to publish unsold properties from the past when she published again in June.

**b. Financial report;** - Investment reports presented.

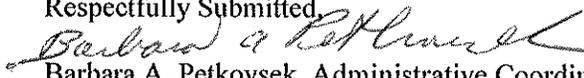
**c. Department activities;**

**17. Identify upcoming agenda items;**

**18. Set next meeting date;** Meeting date will be determined when the new committee is established

**19. Adjournment** – Motion by Kirslenlohr seconded by Ward to adjourn at 12:05 p.m. Voice Vote. Motion carried.

Respectfully Submitted,

  
Barbara A. Petkovsek, Administrative Coordinator/Director of Finance

**Minutes unofficial until approved by committee.**