

Executive Committee Minutes
November 6, 2006
9:00 a.m., Conference Room A231

Chair Cindy Loken called the meeting to order at 9:00 a.m. The meeting was properly announced. All committee members were present.

Motion by Grabarski/Babcock to approve the agenda. **Motion carried.**

Motion by Renner/Kirsenlohr to approve the minutes of the October 9, 2006 meeting. **Motion carried.**

No public participation.

Opening of bids for Land and Water Conservation blazer. Chair Loken opened one bid from Darren Tolley for \$875.00 for the 2000 Chevy Blazer LTD. Grabarski asked, how much the blue book was for the Blazer. Chris Murphy, County Conservationist, said excellent condition - \$4,075, Good - \$4,295 and Fair - \$3,330.00. It was advertised as the vehicle would be sold as is. Murphy requested this bid be rejected. **Motion** by Grabarski/Babcock to reject the one bid received for the 2000 Chevy Blazer. **Motion carried.**

Verizon Yellow Pages – Brief discussion/mention of matter can be found later in the minutes.

Courthouse Union to discuss concerns re: Solid Waste. Jani Zander from the Courthouse Union, and Myrna Diemert, Solid Waste Director, were present to discuss on-call employees. Much discussion took place. Kirsenlohr suggested using the same Loss Control person Highway uses. Diemert explained that would be more costly as she is only paying \$15.00 an hour. Union questioned why Loss Control Coordinator was attending seminars/conferences paid by the County. Diemert indicated she was only sent to one that she felt was necessary. Discussion was held about creating new position at Solid Waste, Loss Control Coordinator/Office Manager. No action was taken.

Community Center issues updates - Sprinkler system proposal. Kniess reported insurance will cover the sprinkler devastation and that they could start Thursday. **Motion** by Renner/Kirsenlohr to approve the proposal from Lemonweir Valley Landscaping, Inc., to repair the sprinkler system at the Community Center. **Motion carried.**

Sale of the Old Library Building Update. Kniess contacted Susanne Hopp, Executive, at Renewal Unlimited, Inc. She needs to meet with her Head Start Director and her Board. Ms. Hopp believes she has all the information needed to make a decision.

Room Rental at Community Center. Grabarski asked that this be put on the agenda. He was approached by Fran Dehmlow and Edie Felts-Podoll concerning this. They are requesting that they only do rentals and telephone messages a certain time of day. Have a specific line that people could call in and leave messages. Discussion was held about the poor locking system using a bent Alan wrench to lock and unlock the door and whether the lock could be changed. They were wondering if there could be some kind of policy so people could do it a certain time, rather than all the time. The other issue is UWEX pays for all the postage related to Community Center usage. This matter was referred back to Extension=s home committee to resolve.

Revisions to County Board Rules of the Board Update. Kniess advised there was nothing substantial that needed to be changed in the County Board rules at this time.

Oxford Gravel Pit Land. This was pulled from the agenda and referred to the Public Works committee.

Administrative Coordinator=s Office Operations. Ms. Hendricksen explained this was on the agenda to determine what and who should continue to monitor the things that were started before John Keuler left. It was explained that some of the items were continuing and others weren=t. It was determined it could be addressed at the Department Head meeting and Cindy Loken could review with Departments as needed and refer it to the Department=s Home Committee if necessary.

Verizon. Ms. Hendricksen explained someone contacted her from Verizon inquiring if we wanted to put the County=s contact information in the Verizon Online Yellow Pages. Verizon has not provided the cost yet. The County does have the website with all of the County=s contact information on it. **Motion** by Grabarski/Babcock that we do not use the Verizon yellow pages. **Motion carried.**

Fifteen percent (15%) co-pay insurance for newly hired non-represented employees. Discussion held about a policy or having something in writing for newly hired non-represented employees having to pay 15% co-pay of health insurance. Union employees currently are required to pay 15% co-pay of the health insurance. **Motion** by Grabarski/Babcock that resolution be prepared that all newly hired non-represented employees pay 15% of their insurance effective on the date the County Board approves it. **Motion carried.**

Update on Boiler Replacement problems. They expect the project to be completed in two weeks. Drainage issues from Adams Street to Superior Street were discussed.

Discuss purchase of Mr. Rossnagel=s land. Discussion held regarding no funds available for this and other concerns discussed. Item set aside until later date.

Liability Concerns re: use of County Facilities and Property. United Way Sign on County Property Issue and other Risk Management issues. Kniess told the Committee he knows they have had events out on the Courthouse lawn before. There is always going to be some element of risk that may not be covered under the policies. At the end of the day, it is the Committee=s decision. Kniess suggested we ask for certificates of insurance for groups who want to hold events on County property to show they are covered for the event. Kniess asked if any group has any sort of event, what channels do they go through. Loken said, it used to come to the Property Committee, now it would be Executive. Kniess suggested to have them bring it to Executive Committee and let them decide. His suggests that if you are going to do it for one, you do it for all of them. The Committee discussed the Village Sesquicentennial activities and suggested Mr. Jones send us more of a detail of what they are intending to do. Loken said we will deal with it when we get requests. When we get a request, we will see to it if they have insurance and if the event is something we want to approve.

Discuss evaluation method for Corporation Counsel/Personnel Director. Kniess provided the committee with sample evaluations from other counties. Committee members will review the samples and bring back their recommendations on which form they would like to use. This item will be placed on next month=s agenda.

Approve vouchers. **Motion** by Grabarski/Babcock to approve the vouchers. Motion carried.

Next meeting date is December 11, 2006, at 9:00 a.m.

Action items for next agenda: Old Library Building Update, direct deposit, newly hired employees paying co-insurance, non-elected benefits, discuss evaluation method for Corporation Counsel/Personnel Director.

Motion by Grabarski/Renner to convene in closed session per ' 19.85(1)(c), Wis. Stat., for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to confer with legal counsel regarding a potential discrimination claim, screen applications for the position of Administrative Coordinator/Director of Finance, WPPA Union matters and Lieutenant position issues, and ' 19.85(1)(e), Wis. Stat., for 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 and ' 19.85(1)(g), Wis. Stat., to confer with legal counsel regarding clerk of Courts Matter, Verizon Notice of Claim, for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Unanimous voice roll call vote. **Motion carried.**

Motion by Grabarski/Renner to reconvene in open session per ' 19.85(2), Wis. Stat., to consider and vote on appropriate matters.

Motion by Grabarski/Babcock to adjourn at 12:40 p.m. **Motion carried.**

Respectfully submitted,

Jane M. Gervais
Paralegal/Personnel Assistant