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Columbia County Executive Committee Minutes November 7, 2011

Members Present: Kenneth W. Hutler, Andy Ross, Fred C. Teitgen, Robert R. Westby
Absent: Debra L. Healy Wopat

Also In Attendance: Susan Moll, Donna Chrzas, Dennis Richards, Kristen Anderson, Lyn Jerde
(Portage Daily Register)

The meeting of the Executive Committee was called to order by Chair Westby at 9:00 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Teitgen to approve the agenda as published. Second by Hutler. Motion carried.

Replacement Requests

Sheriff Richards is requesting to replace the jailer position that will be vacated by an employee retirement. He is also requesting to replace a deputy sheriff position due to an employee resignation.

Motion by Hutler to approve Richard's request to replace a jailer. Second by Ross. Motion carried.

Motion by Ross to approve Richard's request to replace a deputy sheriff. Second by Teitgen. Motion carried.

Approval of Minutes

Motion by Teitgen to approve the minutes of the October 10, 2011 Joint Ad Hoc Health Insurance and Executive Committee meeting and the regular Executive Committee meeting. Second by Hutler. Motion carried.

Operational Review – Veterans Service Officer

Motion by Hutler to approve the October, 2011 expenditure report for the Veterans Service office. Second by Ross. Motion carried.

Chrzas reported no out of county travel for December. She also announced her decision to retire, effective December 30, 2011.

GIS Specialist Increased Hours

Kristen Anderson is requesting to increase the hours for the GIS Specialist position from 30 to 40 hours a week to meet the demands of their office.

Motion by Ross to approve the request to increase the hours, from 30 to 40 hours per week, for the GIS Specialist position in the Land Information Department. Second by Teitgen. Motion carried.

Operational Review – County Clerk

Motion by Hutler to approve the October, 2011 expenditure report for the County Clerk's office. Second by Teitgen. Motion carried.

Moll reported out of county travel to Madison on October 26th for a senate committee hearing on elections and November 22 to Rock County for a district meeting. She also reported staff members will be attending a statewide voter registration system training in Madison on November 15 & 16th. She also reported that a group of second grade students from Columbus will be traveling to Portage on November 9th as part of their study on communities. They will tour the Courts, Portage Police Department, and the County Clerk's office. Moll also gave a brief explanation of the election paperwork required to be filed by county supervisors.

DMV Title and Registration Services

The County Clerk's office currently offers DMV registration renewal services and temporary license plates to walk-in customers. Sue Moll is requesting to offer title and registration services so that customers can receive metal plates. The title transaction fee paid by the customer would be \$19.50, in which the county would retain \$11.35. This would increase revenue for the county.

Motion by Teitgen to offer title and registration services in the County Clerk's office. Second by Ross. Motion carried.

Appointments

Motion by Teitgen to approve the recommendation to appoint Keith Miller to the Veterans Service Commission for a 3 year term to December, 2014. Second by Hutler. Motion carried.

Motion by Teitgen to approve the recommendation to appoint Jon Steinhaus as alternate to the Zoning Board of Adjustment to complete the remaining term of Donald Nelson to July, 2013. Second by Hutler. Motion carried.

Chair's Comments

Chair Westby announced plans for the Holiday luncheon have been made and invitations will be distributed soon. He also stated that he will be asking county supervisors to consider direct deposit of per diem checks. Westby also announced an upcoming conference of the Lower Wisconsin State Riverway Board on December 2nd in Spring Green to discuss frack sands mining.

Set Next Meeting Date

The next regular meeting of the Executive Committee will be held on Monday, December 5th at 9 am.

Motion by Teitgen to adjourn at 9:38 am. Second by Hutler. Motion carried.

Respectfully Submitted,

Kenneth W. Hutler
Executive Committee Secretary

These minutes were recorded by Susan M. Moll, Columbia County Clerk.