



## Columbia County Executive Committee Minutes Monday, June 7, 2010

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

**Also In Attendance:** Sheriff Richards, Mike Babcock, Lois Schepp, Erik Pritzl, Cathy Karls, Supervisor Neil Ford, and Lyn Jerde (Daily Register)

Meeting called to order by Chair Westby at 9:01 am. The meeting was properly noticed as required by the Wisconsin Open Meetings Law.

### **Approval of Minutes**

Motion by Wopat to approve the minutes of the May 10, 2010 Executive committee regular meeting, May 19, 2010 Executive committee meeting, and the May 19, 2010 Joint Executive & Land and Water Conservation committee meeting. Second by Hutler. Motion carried.

### **Operational Review – Veterans Service Officer**

Motion by Ross to approve the May, 2010 expenditure report for the Veterans Service office. Second by Teitgen. Motion carried.

### **Operational Review – County Clerk**

Motion by Wopat to approve the May, 2010 expenditure report for the County Clerk's office. Second by Teitgen. Motion carried.

### **Committee Appointments**

Westby reported that he had asked Supervisor Gerald Salzwedel to be the county representative to the City of Columbus TIF District #4, and Supervisor Richard Boockmeier to be the county representative to the City of Portage TIF District #7. Salzwedel agreed to accept the appointment. However, Westby has yet to hear from Supervisor Boockmeier regarding the City of Portage appointment.

Motion by Wopat to recommend Supervisor Gerald Salzwedel as the county representative to the City of Columbus TIF District #4, and Supervisor Richard Boockmeier as the county representative to the City of Portage TIF District #7. In the event Boockmeier declines the appointment, Supervisor Ken Hutler agreed to accept the appointment. Second by Teitgen. Motion carried.

### **New Position Request**

The Committee reviewed a new position request for a full time deputy from the Sheriff's Department. The Sheriff's Department has been providing police service to the Village of Cambria since the Village's police department was disbanded, and is now considering a 3-year police service contract with the Village of Cambria.

Sheriff Richards reported that the proposal provides an opportunity to hire a full time deputy (\$109,075) for half the cost (\$54,537). The Judiciary Committee approved the new position request, and the HR Committee forwarded the request with no recommendation to go through the 2011 budget process.

The Committee recommended the position request go through the 2011 budget process. The initial meeting to review 2011 position requests is scheduled for July 12<sup>th</sup>.

### **Replacement Position Request: Clerk Typist II – Health & Human Services Department**

Pritzl explained a request to replace a Clerk Typist II at the Health & Human Services Department. The employee currently in the position signed for a new position in the ADRC, leaving this one vacant. The request is to not only refill the position, but move it to the ADRC, and be allowed to fill vacancies resulting from this move. The position is funded with Transportation program dollars.

Motion by Hutler to approve the Clerk Typist II position replacement at the Health & Human Services Department as requested. Second by Ross. Motion carried.

### **Review Employee Retirement and Reorganize Staffing in the Accounting Office**

Schepp presented a position replacement summary and proposed staffing reorganization request for the Health & Human Services (HHS) Accounting Division. A full time Accounting Assistant is retiring at the end of July. The proposal is to eliminate the position of the retiring employee, and increase two part-time positions to full time status. The proposed reorganization will result in a \$10,600.91 budget savings per year. Overall staff hours will be decreased.

- Part time Accounting Assistant from 34 to 37.5 hours/week
- Part time Accounting Aide from 22.5 to 37.5 hours/week

Motion by Wopat to approve the position replacement and staff reorganization at the HHS Business Office. Second by Ross. Motion carried.

### **Update on Adams County Medical Examiner Agreement**

Ross updated the Committee regarding the status of the Adams/Columbia County Medical Examiner Agreement. Ross reported that a meeting with Adams County to review what and how we do things in Columbia County went well. The current Adams County Coroner is very much in favor of proceeding with the agreement, and looks forward to working with Angela Hinze, Columbia County Medical Examiner.

### **Resolutions to Submit to the WCA Conference**

The following resolutions are currently being considered to be submitted at the WCA Conference:

- Resolution from Planning & Zoning
- Tax Limit Resolution
- Resolution allowing a change in insurance carriers

### **Chair's Comments**

Chair Westby shared correspondence he has received as well as resolutions passed by other counties. A dividend check received from Wisconsin County Mutual was discussed. Westby also mentioned that there was room for four more supervisors to attend the WCA Annual Conference in September. Registration is due by August 2<sup>nd</sup>.

**Set Next Meeting Date**

The next regular meeting of the Executive Committee will be held on Monday, July 12, 2010 at 9 am.

Motion by Ross to adjourn at 9:53 am. Second by Teitgen. Motion carried.

Respectfully Submitted,

Kenneth W. Hutler  
Executive Committee Secretary

*These minutes were recorded by Cindy Devine, Accounting.*