



## Columbia County Executive Committee Minutes July 12, 2010

Members Present: Kenneth W. Hutler, Andy Ross, Fred C. Teitgen, Robert R. Westby

Not Present: Debra L. Healy Wopat

Also In Attendance: Susan Moll, Donna Chrzas, Kurt Dey, Lisa Walker, Joe Ruf, Lyn Jerde (Portage Daily Register)

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

### **Approval of Minutes**

Motion by Hutler to approve the minutes of the June 7, 2010 Executive Committee regular meeting and the June 7, 2010 Joint Executive, Human Resource, and Finance committee meeting. Second by Ross. Motion carried.

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

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

Donna Chrzas reported out of county travel for the next month.

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

Motion by Ross to approve the June, 2010 expenditure report for the County Clerk's office. Second by Hutler. Motion carried.

### **Committee Appointments**

Motion by Teitgen to appoint Ollie Mielke to the Commission on Aging for a 1 year term to April, 2011 and Terry Bartels for a 3 year term to April, 2013. Second by Ross. Motion carried.

### **Constitutional Amendment Resolution**

Kurt Dey gave an explanation of the resolution that would place a referendum question on the November ballot asking if the Wisconsin Constitution be amended to prohibit any further transfers or lapses from the segregated transportation fund. Motion by Hutler to amend the resolution to include all county board member signatures and approve the resolution placing an advisory referendum question on the November ballot. Second by Teitgen. Motion carried.

### **WI Act 314 Land Information Council**

Lisa Walker gave an overview of Wisconsin Act 314 and the impact it has on the register of deeds office, with the changing of fees collected and redaction of social security numbers from electronic documents. She also explained that WI Act 314 includes a requirement to establish a land information council consisting of the register of deeds, the treasurer, real property lister or designee, representative from the land information office, a realtor, public safety representative employed within the county, and the county surveyor. Ruf stated that the new land information council members would be added to the existing Land Information Committee in an advisory role as volunteer members with no per diem.

Motion by Teitgen to appoint Lisa Walker (Register of Deeds), Deborah Raimer (Treasurer), Kristen Anderson (real property lister designee and representative from the land information office), Greg Churchill (realtor), Pat Beghin (emergency management), and Jim Grothman (county surveyor) to the Land Information Committee/Council as advisory members for a 2 year term to May, 2012. Second by Hutler. Motion carried.

### **Position Replacement Request**

On Kristen Anderson's behalf, Joe Ruf is asking for approval to fill the vacant GIS specialist position due to a staff retirement. The position has been modified to more accurately reflect the work being performed in the land information office. The Property Assessment Lister will be in a range 3 pay scale, which is a lower pay scale than the GIS specialist position.

Motion by Teitgen to approve the position of Property Assessment Lister and the replacement request to fill the position. Second by Hutler. Motion carried.

### **Non-Represented Staff Reclassification Request**

Ruf updated the committee on a request from the sheriff's department to look at restructuring the office with possible staff reclassification requests. He stated that the Human Resources Committee took no action on the request and asked that it be reviewed during the budget process.

### **New Position Requests for 2011**

Ruf stated that a limited number of new position requests were received so a joint meeting of the Executive and Human Resources Committees was not necessary. All proposed new position requests were required to have a funding source of 100% before being considered. Of the three requests, the Health and Human Services request for a division administrator received a positive recommendation from the Human Resources Committee based on funding. The deputy sheriff request had a possible 50% funding share with the Village of Cambria. The HR Committee gave a negative approval on the request stating that 100% funding was needed. The Planning & Zoning office is looking at a possible retirement and would like to restructure a change the position. The HR Committee will review the request when the position is vacant and funding is in place.

### **Chair's Comments**

Chair Westby received a request for a proclamation recognizing Portage Printing and 100 years of business. Ruf will draft a proclamation for the Executive Committee to take action on prior to the county board meeting. The UW-Extension office has asked to do a presentation at the September county board meeting on locally grown foods. Bettsey Barhorst, President of MATC, has requested to meet with the county board at a future meeting. A letter from the Historical Society was received.

**Set Next Meeting Date**

The next regular meeting of the Executive Committee will be held on August 9, 2010, beginning at 9 am.

Motion by Teitgen to adjourn at 10:15 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.*