

## **Executive Committee**

August 8, 2005

8:00 a.m.

**Present:** Chair Martin, Supervisors Westby, Baumgartner and Pufahl.

**Absent:** Supervisor See

Others Present: Sheriff Rowe; Director Sandra Roberts, HHS; Corp. Counsel/HR Director Joseph Ruf, Child Support Admin. Mary Saunders, Helen Wruck; Veteran Service Officer Donna Chrzas and Jeanne Miller

Chair Martin called meeting to order at 8:00 a.m.

### **Agenda**

There were no changes to the agenda. Motion to approve the agenda as printed was made by Supervisor Westby, second by Supervisor Baumgartner. Motion carried.

Minutes of the July 11<sup>th</sup> Executive Meeting and minutes of the July 20, 2005 Joint Executive and Human Resources meeting and the Joint Executive/Human Resources/Health and Human Services meeting were approved on motion by Supervisor Pufahl, second by Supervisor Baumgartner. Motion carried.

### **Vouchers**

Veteran Service Office vouchers were approved on motion by Supervisor Westby, second by Supervisor Pufahl. Motion carried. VSO Chrzas requested approval to attend the CVSO Executive Meeting in Waukesha on September 9<sup>th</sup>. Motion to approve of CVSO's attendance in September was made by Supervisor Pufahl, second by Supervisor Westby. Motion carried.

County Clerk vouchers were approved on motion by Supervisor Baumgartner, second by Supervisor Pufahl. Motion carried.

### **Personnel Requests**

A request to replace a Deputy Sheriff's position was submitted for review by Sheriff Rowe. A motion was made to approve of the replacement by Supervisor Westby, second by Supervisor Baumgartner. Motion carried.

Director Sandra Roberts requested that two public health nurse positions hours be increased. Funding would come from bio-terrorism grant funds. Requested increase in hours would aid the department in completing the 16 bio-terrorism objectives that are required of each county. Supervisor Pufahl made the motion to approve the increase in

the hours of two (2) public health nurses with the second coming from Supervisor Westby. Motion carried.

Corporation Counsel/Human Resources Director Joseph Ruf, along with Mary Saunders and Helen Wruck from the Child support Agency requested the replacement of a part-time legal secretary. The motion to approve the request was made by Supervisor Pufahl, seconded by Supervisor Baumgartner. Motion carried.

HR Director Ruf stated the current Nurse Manager at the Columbia Health Care Center was leaving and going to another facility. The possibility of an internal applicant for the position was discussed. The motion to approve the replacement request for the Nurse Manager position at the CHCC was made by Supervisor Baumgartner, seconded by Supervisor Westby. Motion carried.

### **2006 County Clerk Budget**

The committee reviewed the proposed County Clerk budget. Due to time restraints, the budget comments and objectives were not complete and would be on the September agenda for final review. A vendor presentation and demonstration of voting equipment is scheduled for after the Executive meeting.

### **Line Item Transfer Requests**

Authorization for line item transfer in the Clerk's (Other Equipment) Budget and the Elections (Publications) budget were reviewed. Supervisor Pufahl made a motion to approve of line item transfer requests, seconded by Supervisor Westby. Motion carried.

### **Change in Outlay Request**

The original outlay request for 2005 Elections included two printers and one scanner. The printers were purchased and came in under budget. Originally, \$750 had been budgeted for a scanner. MIS Director John Hartman reviewed the State specifications and that resulted in his recommendation that two scanners be purchased from the remaining funds. A label writer, for use in the Statewide Voter Registration System Project, was requested for purchased from the remaining funds. Motion to approve of the change in outlay request was made by Supervisor Pufahl, seconded by Supervisor Baumgartner. Motion carried.

### **Status Report**

Registrations for sessions at the September WCA Conference had been made and paid for. Hotel reservations will be paid shortly.

The County Clerk attended the County Clerk Institute in Green Bay, the second year of a two-year program. As a result of having

completed the second of a two-year program, Clerk Miller explained that the County Clerk and Elections budget conference/training line item has been reduced to reflect the fact that she will not be attending a session in 2006.

### **County Board Budget**

Supervisor Pufahl recommended the County Board Chair's salary for 2006 be increased to \$5,400, second by Supervisor Westby. Motion carried. Vice Chair Baumgartner abstained from voting; Chair Martin voted in favor of the recommended increase.

A motion was made by Supervisor Pufahl to increase supervisor per diems effective May 1<sup>st</sup> to \$30 – meetings less than 4 hours; \$50 – meetings less than 8 hours, \$70 – meetings exceeding 8 hours. County Board Meeting per diem would remain the same amount - \$40; seconded by Supervisor Westby. Motion carried.

Chair Martin reviewed the other lines items in the County Board Budget. A motion to approve the budget as amended was made by Supervisor Westby, seconded by Supervisor Baumgartner. Motion carried.

### **Sunshine Fund**

Increased costs led to discussion on whether or not to continue the practice of sending flowers to Supervisors who are hospitalized. The fund has been depleted at a fast rate due to increased costs. Supervisor donations of \$10 are typically requested to replenish the fund. A motion was made by Supervisor Westby to eliminate sending flowers for funerals and hospitalizations and that a card be sent in lieu of flowers. His motion failed for lack of a second. Supervisor Pufahl made a motion that cards are sent for hospitalization, and that flowers are sent only at the time an incumbent dies, second by Supervisor Westby. Motion carried.

### **Communications**

Sales tax of \$84,457.52 was slightly less than what was received in 2004.

Server issues with the City of Portage were addressed during the prior month. After a meeting with the City, those issues were resolved with a recommendation by John Hartman to hire an independent consultant. The County currently provides the City with IT communication services. The issue was neither with the City nor the County, but with the consultant the City had contracted with. This exercise will require the county to better define parameters of an agreement between the two entities.

A resolution was received from Sauk County opposing the federally mandated HAVA and resulting cost increases to local governments.

Motion to go into closed session pursuant to Sec. 19.85 (1)(e) was made by Supervisor Baumgartner, second by Supervisor Pufahl. Meeting was adjourned to the basement meeting room at 10: 35. Roll call vote: Supervisors Martin, Baumgartner, Westby and Pufahl voted in favor of going into closed session. Supervisor See was absent. Motion carried.

The Committee voted to return to open session on motion by Supervisor Pufahl, second by Supervisor Westby. Roll call vote: Martin, Baumgartner, Westby and Pufahl voted in favor of return to open session at 1:19 p.m. Supervisor See was absent.

Supervisor Pufahl made a motion to adjourn the meeting at 1:20 p.m, second by Supervisor Baumgartner. Motion carried.

Secretary of Record,

Recording Secretary,

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Barry Pufahl

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Jeanne Miller

## **Executive Committee**

### Closed Session Minutes

August 8, 2005

**Present:** Chair Martin, V. Chair Baumgartner, Supervisors Pufahl, and Westby

**Absent:** Supervisor See

**Also Present:** John Hartman, MIS Director; Fidler representatives Donna Siewas and Gary Ingelson; ES & S representative Mike Hoversten and Command Central Representatives Larry Zins and Dennis Bengston.

Presentations were given by each vendor of ADA compliant equipment and precinct counters. Question and answer period followed.

Motion was made to return to open session by Supervisor Pufahl, seconded by Supervisor Westby. Roll call vote: Supervisors Martin, Baumgartner, Pufahl, and Westby, all in favor of returning to open session at 1:19 p.m. Supervisor See was absent. Motion carried.

Secretary of Record.

Recording Secretary,

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Barry Pufahl

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Jeanne Miller